JX210P series

Canon

On-screen Manual

How to Use This Manual
Printing This Manual
Obtaining the Latest Printer Driver

Using Your Printer Functions

- Setting the Number of Copies and Printing Order
- Fit-to-Page Printing
- Scaled Printing
- Page Layout Printing
- Poster Printing
- Stamp/Background Printing
- Displaying the Print Results before Printing

On-screen Manual

How to Use This Manual

- Operating the Contents Pane
- Operating the Explanation Window
- Printing This Manual
- Using Keywords to Find a Topic
- Registering Topics to My Manual
- Symbols Used in this Document
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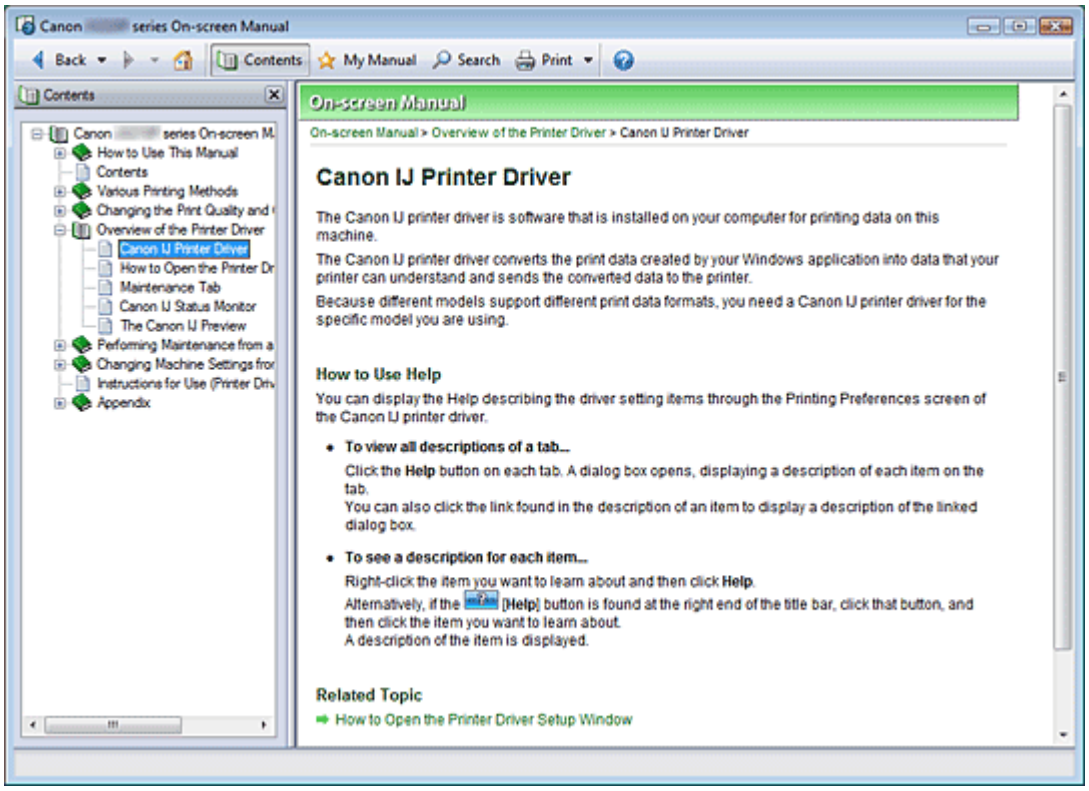
Operating the Contents Pane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On-screen Manual > Overview of the Printer Driver > Canon IJ Printer Driver
Canon IJ Printer Driver
The Canon IJ printer driver is software that is installed on your computer for printing data on this machine.
The Canon IJ printer driver converts the print data created by your Windows application into data that your printer can understand and sends the converted data to the printer.
Because different models support different print data formats, you need a Canon IJ printer driver for the specific model you are using.
How to Use Help
You can display the Help describing the driver setting items through the Printing Preferences screen of the Canon IJ printer driver.
To view all descriptions of a tab...
Click the Help button on each tab. A dialog box opens, displaying a description of each item on the tab.
You can also click the link found in the description of an item to display a description of the linked dialog box.
To see a description for each item...
Right-click the item you want to learn about and then click Help.
Alternatively, if the [Help] button is found at the right end of the title bar, click that button, and then click the item you want to learn about.
A description of the item is displayed.
Related Topic
How to Open the Printer Driver Setup Window

When you click a title displayed in the Contents pane found to the left of the On-screen Manual, the pages of that title are displayed in the description window on the right side.

When you click ⊞ found to the left of , the titles found in the lower hierarchies are displayed.

Note

- Click Contents to close or display the Contents pane.

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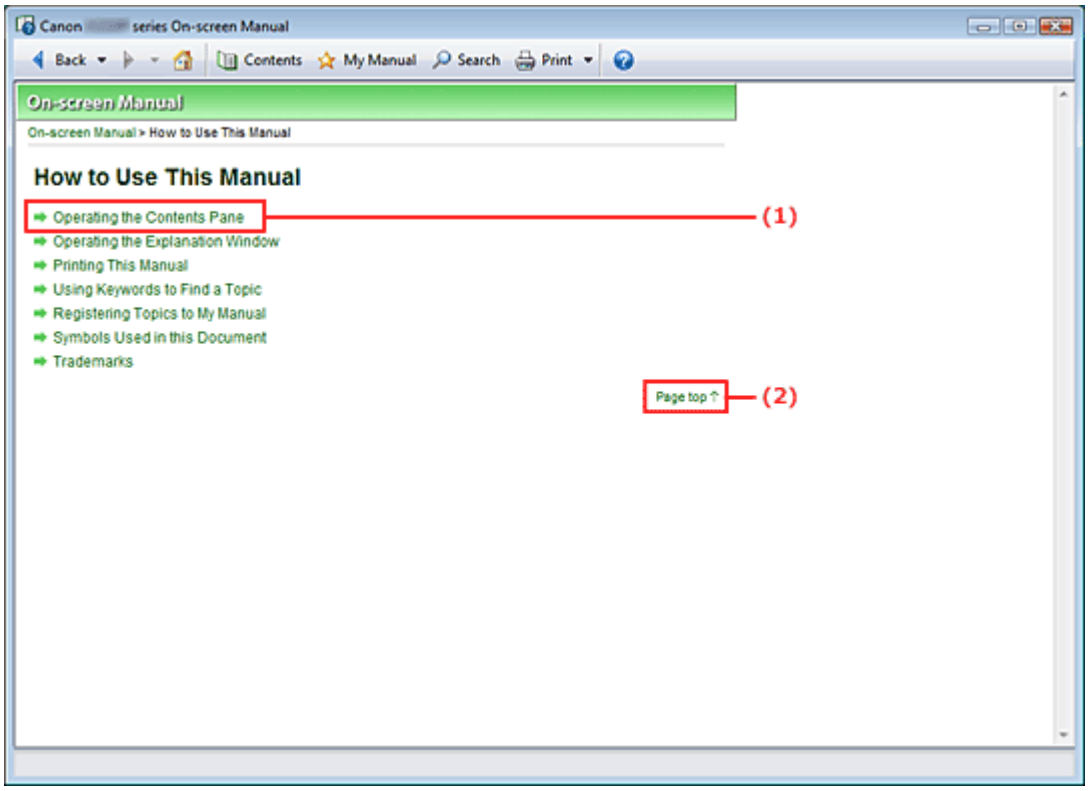
On-screen Manual

On-screen Manual > How to Use This Manual > Operating the Explanation Window

Operating the Explanation Window



(1) Click the green characters to jump to the corresponding page.

(2) The cursor jumps to the top of this page.

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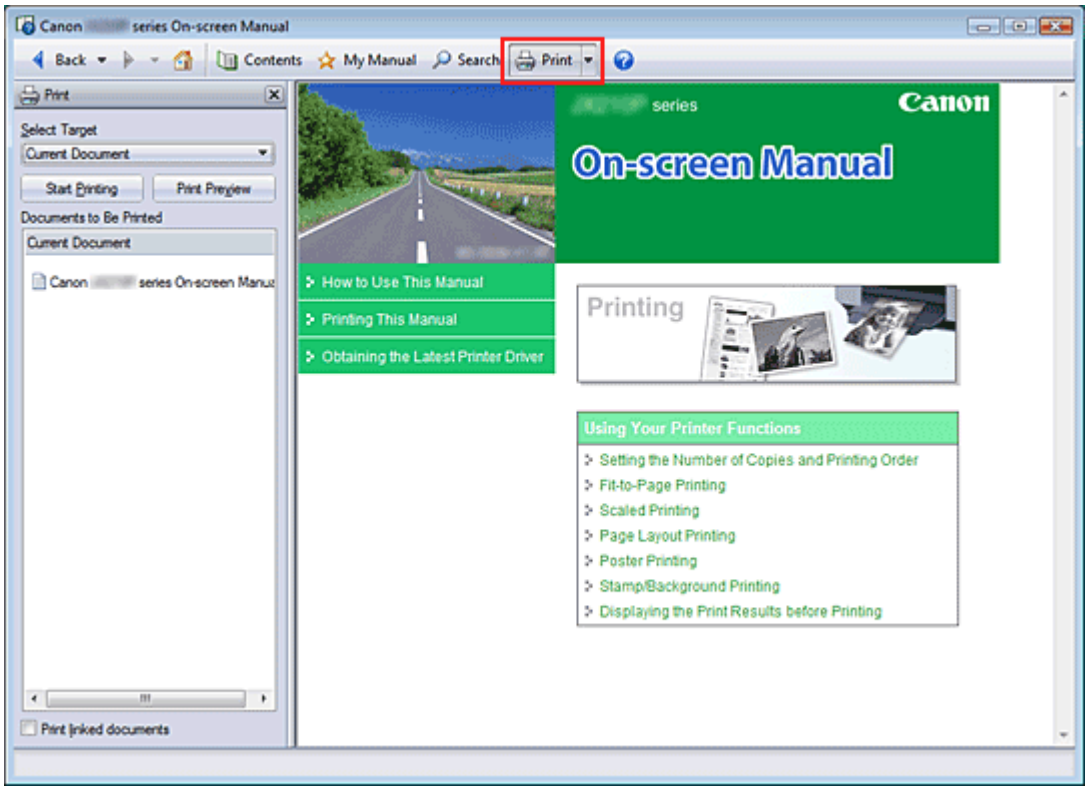
Printing This Manual



Click Print to display the Print pane to the left of the On-screen Manual.

Note

- Click Print to close or display the Print pane.
- Click , and then click Option Settings to display the Option Settings dialog box. You can then set up the printing operation.
  - Print document title and page number
    When this check box is checked, the manual name and the page number are printed in the header (top of the document).
  - Print background color and images
    When this check box is checked, the background color and the image are printed. Some images are printed regardless of whether this check box is checked or not.
  - Check number of pages to be printed before printing
    When this check box is checked, the Print Page Count Confirmation dialog box is displayed before printing starts. This dialog box allows you to check how many pages will be printed.
- To display the Print dialog box, click and then click Print Settings. When the dialog box is displayed, select the printer to be used for printing.
  After selecting the printer to be used, click Properties... to specify the print settings.

The following four methods of printing are available:

- Current Document
- Selected Documents
- My Manual
- All Documents

Current Document

You can print the currently displayed topic.

1. From Select Target, select Current Document

   The title of the currently displayed topic is displayed in the Documents to Be Printed list.

   Note

   - By selecting Print linked documents, you can also print documents that are linked to the current document. The linked documents are added to the Documents to Be Printed list.
   - Click Print Preview to display and check what the print results will look like before you actually print the document.

2. Click Start Printing

   The Print Page Count Confirmation dialog box is displayed.

3. Execute print

   Confirm the number of pages to be printed, and then click Yes.

   The topics that are currently displayed are printed.

Selected Documents

You can select and print the topics that you want printed.

1. From Select Target, select Selected Documents

   The titles of all topics are displayed in the Documents to Be Printed list.

2. Select the topics to be printed

   From the Documents to Be Printed list, select the title check boxes of the topics to be printed.

   Note

   - When you select the Automatically select documents in lower hierarchies check box, the check boxes of all titles found in the lower hierarchies are selected.
   - Click Select All to select the check boxes of all titles.
     Click Clear All to clear the check boxes of all titles.
   - Click Print Preview to display and check what the print results will look like before you actually print the document.

3. Click Start Printing

   The Print Page Count Confirmation dialog box is displayed.

4. Execute print

   Confirm the number of pages to be printed, and then click Yes.

   All topics with selected check boxes are printed.

My Manual

You can select and print topics registered in My Manual.

For details about My Manual, see " Registering Topics to My Manual ."

1. From Select Target, select My Manual

   The titles of the topics that have been registered to My Manual are displayed in the Documents to Be Printed list.

2. Select the topics to be printed

From the Documents to Be Printed list, select the title check boxes of the topics to be printed.

Note

- Click Select All to select the check boxes of all titles.
  Click Clear All to clear the check boxes of all titles.
- Click Print Preview to display and check what the print results will look like before you actually print the document.

3. Click Start Printing

The Print Page Count Confirmation dialog box is displayed.

4. Execute print

Confirm the number of pages to be printed, and then click Yes.

All topics with selected check boxes are printed.

All Documents

You can print all topics of the On-screen Manual.

1. From Select Target, select All Documents

The titles of all topics are displayed in the Documents to Be Printed list, and the check boxes are automatically selected.

Note

- If you clear the check box of a topic, that topic is not printed.
- Click Select All to select the check boxes of all titles.
  Click Clear All to clear the check boxes of all titles.
- Click Print Preview to display and check what the print results will look like before you actually print the document.

2. Click Start Printing

The Print Page Count Confirmation dialog box is displayed.

3. Execute print

Confirm the number of pages to be printed, and then click Yes.

All topics are printed.

Important

- A large amount of paper is necessary to print all topics. Before printing, be sure to check the number of print pages displayed in the Print Page Count Confirmation dialog box.
- The Print Preview dialog box allows you to scale the printing to the paper width or to set the zoom rate. However, if the print data extends outside the paper because of the new zoom rate, that portion of the document will not be printed on the paper.

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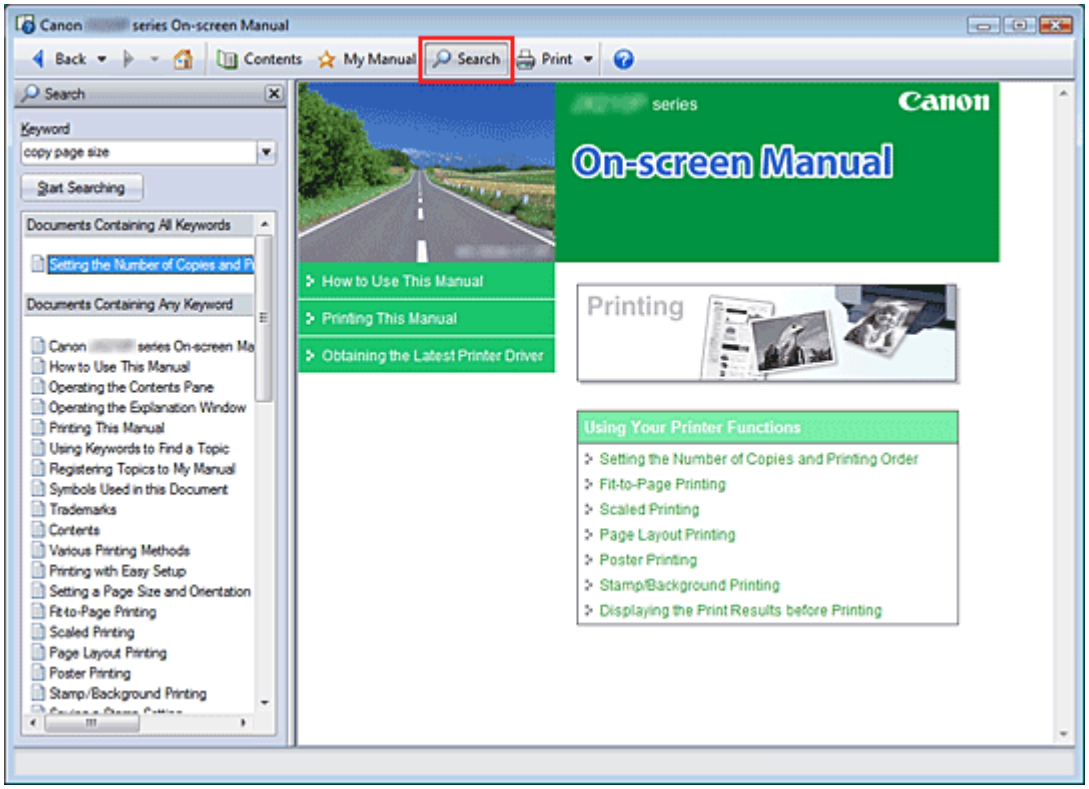
Using Keywords to Find a Topic

You can enter a keyword to search for a target page.

All installed On-screen Manuals (user's guides) are searched.



1. Click Search

The Search pane is displayed to the left of the On-screen Manual.

Note

- Click Search to close or display the Search pane.

2. Enter a keyword

In Keyword, enter a keyword for the item to be checked.

If you want to enter multiple keywords, insert a space between the keywords.

Note

- You can enter up to 10 keywords or up to 255 characters.
- Uppercase and lowercase are not discriminated.
- The program can also search for keywords that contain spaces.

3. Click Start Searching

The search is started, and the titles of topics containing the keyword are displayed in the search results list.

When you execute a search by entering multiple keywords, the search results are displayed as shown below.

[Documents Containing Perfect Match]
Topics containing the entire search character string (including spaces) exactly as entered (perfect

match)

[Documents Containing All Keywords]
Topics containing all keywords that were entered

[Documents Containing Any Keyword]
Topics containing at least one of the keywords that were entered

4. Display the topic that you want to read

From the search results list, double-click (or select and press Enter) the title of the topic you want to read.

When the pages of that title are displayed, the keywords found on those pages are highlighted.

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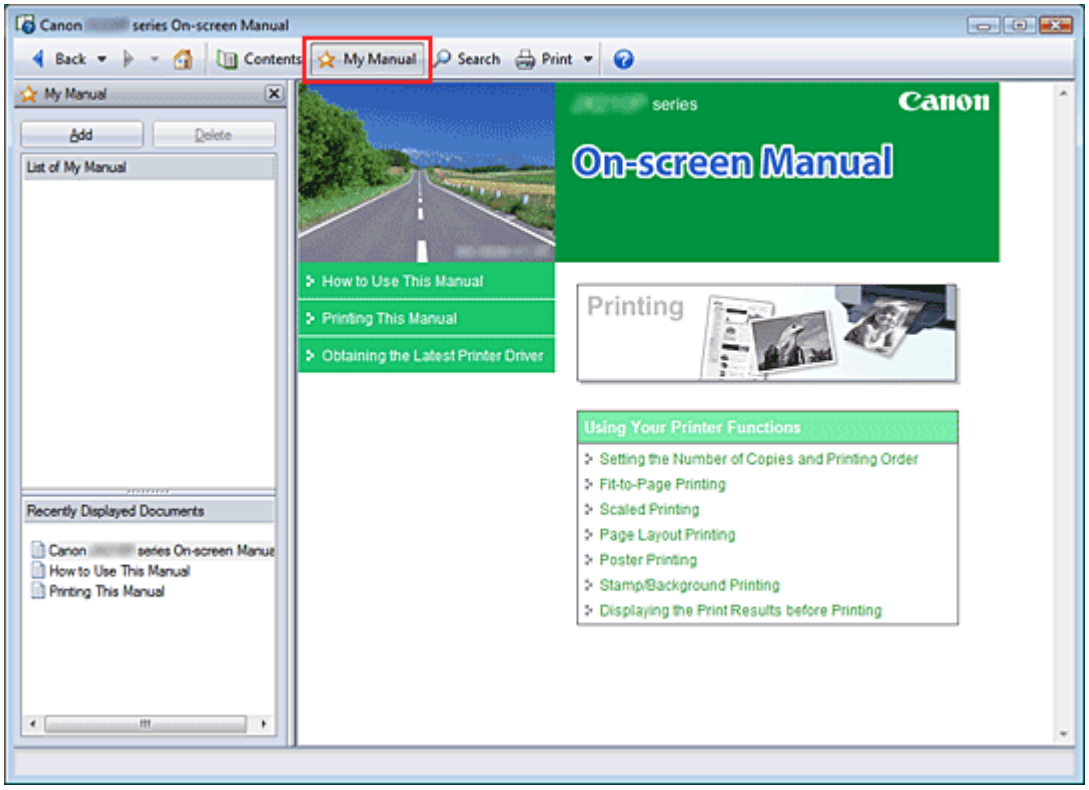
Registering Topics to My Manual

Register frequently read pages as My Manual topics so that you can refer to those pages easily at any time.



1. Display the topic

Display the topic to be added to My Manual.

2. Click My Manual

The My Manual pane is displayed to the left of the On-screen Manual.

Note

- Click My Manual to close or display the My Manual pane.

3. Register the topic to My Manual

Click Add.

The currently displayed topic is added to List of My Manual.

Note

- Alternatively, from the Recently Displayed Documents list, double-click (or select and press Enter) the topic to be added to My Manual to display that topic, and then click Add.

4. Display My Manual

When you double-click (or select and press Enter) a topic displayed in List of My Manual, that topic is displayed in the Description window.

Note

- To delete a topic from List of My Manual, select that topic from the list, and then click Delete (or press Delete).

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Symbols Used in this Document

Warning
Instructions that, if ignored, could result in death or serious personal injury caused by incorrect operation of the equipment. These must be observed for safe operation.

Caution
Instructions that, if ignored, could result in personal injury or material damage caused by incorrect operation of the equipment. These must be observed for safe operation.

Important
Instructions that must be observed for safe operation.

Note
Instructions as notes for operation or additional explanations.

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Trademarks

- Microsoft is a registered trademark of Microsoft Corporation.
- Windows is a trademark or registered trademark of Microsoft Corporation in the U.S. and/or other countries.
- Windows Vista is a trademark or registered trademark of Microsoft Corporation in the U.S. and/or other countries.
- Adobe, Adobe RGB and Adobe RGB (1998) are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and or other countries.

Exif Print

This machine supports Exif Print.
Exif Print is a standard for enhancing the communication between digital cameras and printers. By connecting to an Exif Print-compliant digital camera, the camera's image data at the time of shooting is used and optimized, yielding extremely high quality prints.

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On-screen Manual

Various Printing Methods

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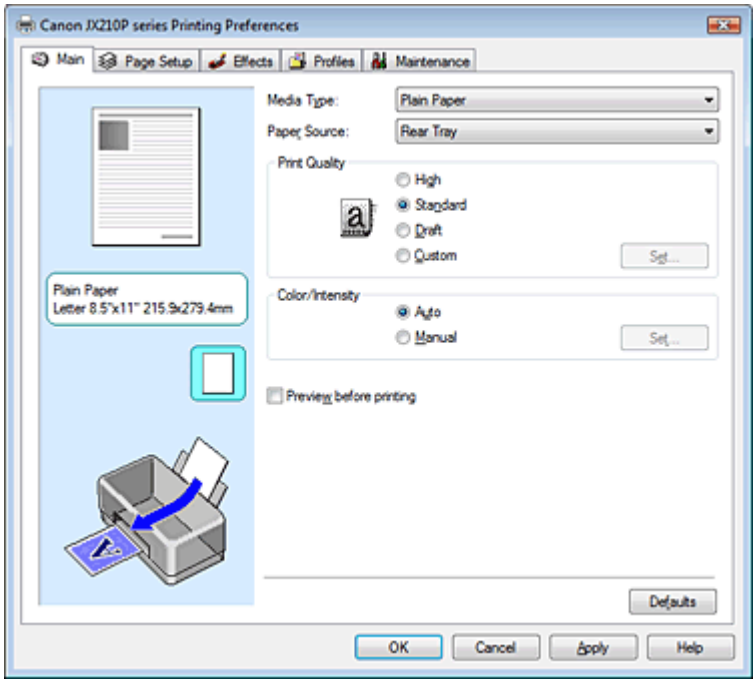
Printing with Easy Setup

The procedure for setting the basic print setup, which is necessary to print data properly with this machine, is as follows:

1. Open the printer driver setup window



2. Select the print quality

Select High, Standard, or Draft for Print Quality.

3. Select color/intensity

Select Auto for Color/Intensity.

4. Check the settings

Check the specified settings displayed in the Settings Preview on the left side of the window.

5. Complete the setup

Click OK.
When you execute print, the document will be printed in accordance with the size of the media.

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Setting a Page Size and Orientation

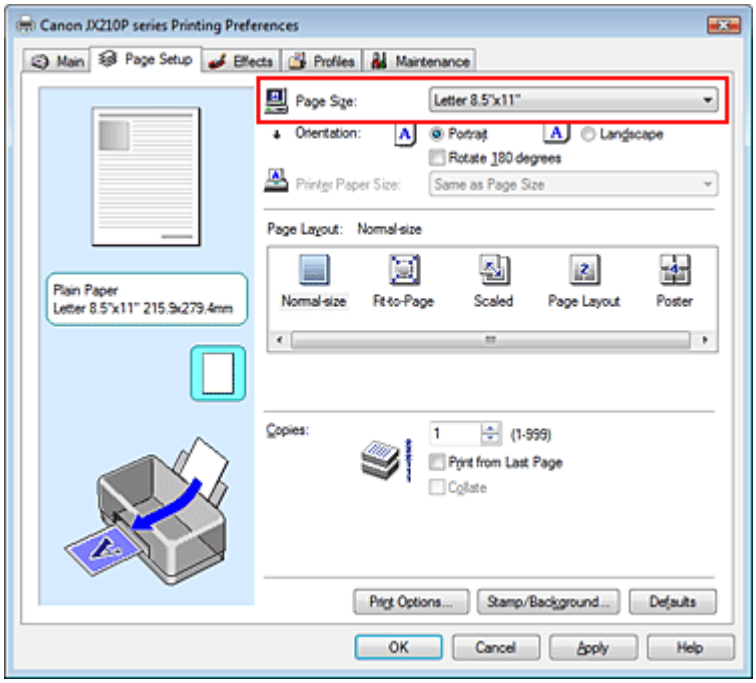
The paper size and orientation are essentially determined by the application. If the page size and orientation set for Page Size and Orientation on the Page Setup tab are same as those set with the application, you do not need to select them on the Page Setup tab.

If you are not able to specify them with the application, the procedure for selecting a page size and orientation is as follows:

1. Open the printer driver setup window

2. Select the paper size

Select a page size from the Page Size list on the Page Setup tab.



3. Select Orientation

Select Portrait or Landscape for Orientation. Check Rotate 180 degrees check box if you want to perform printing with the original being rotated 180 degrees.

4. Complete the setup

Click OK.
The document will be printed with the selected page size and the orientation.

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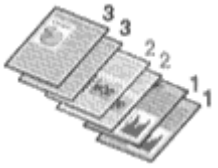
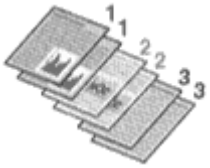
Setting the Number of Copies and Printing Order

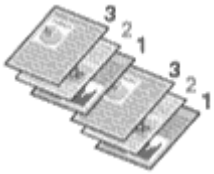
Default Setting



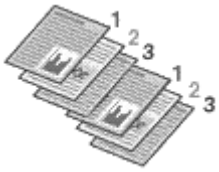
Print from Last Page



Collate



Print from Last Page + Collate

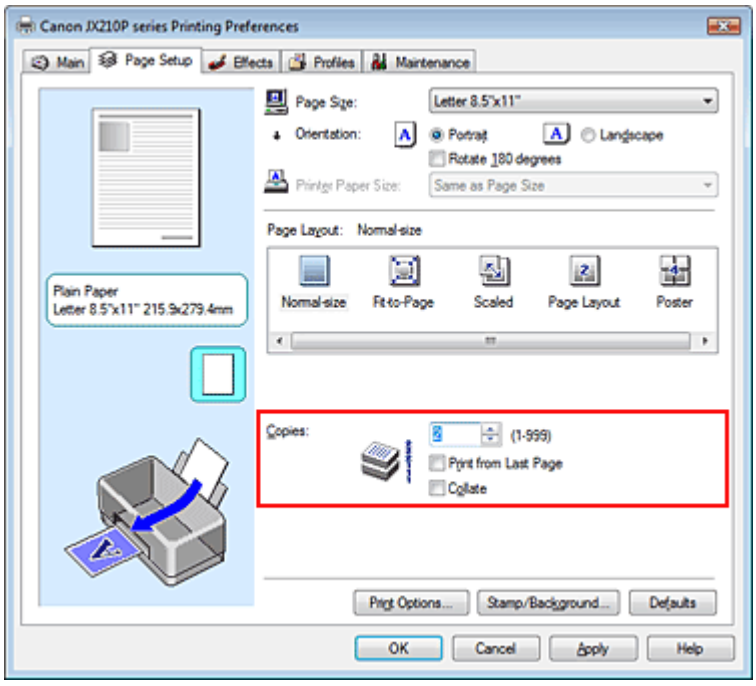


The procedure for specifying the number of copies and printing order is as follows:

1. Open the printer driver setup window

2. Specify the number of copies to be printed

   For Copies on the Page Setup tab, specify the number of copies to be printed.



3. Specify the print sequence

   Check the Print from Last Page check box if you want to print from the last page in order. If you do this, you do not need to sort pages into their correct order after printing.

4. Set up collated printing when you specify multiple copies in the Copies box

   Check the Collate check box if you are specifying multiple copy together.
   Uncheck this check box to print all pages with the same page number together.

5. Complete the setup

Click OK.
The specified number of copies will be printed with the specified printing order.

Important

- If the application software that you used to create the document has the same function, give priority to the printer driver settings. However, if the print results are not acceptable, specify the function settings on the application software. If you specify the number of copies and the printing order with both the application and this printer driver, the number of copies may be multiplied numbers of the two settings or the specified printing order may not be enabled.
- Print from Last Page appears grayed out and is unavailable if Poster is selected for Page Layout.

Note

- By setting both Print from Last Page and Collate, you can perform printing so that papers are collated one by one starting from the last page.
  These settings can be used in combination with Normal-size, Fit-to-Page, Scaled, and Page Layout.

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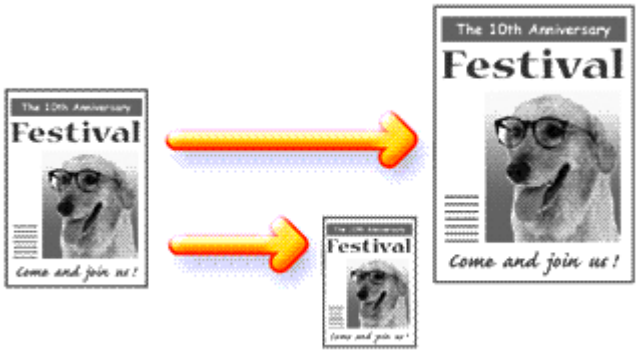
Fit-to-Page Printing

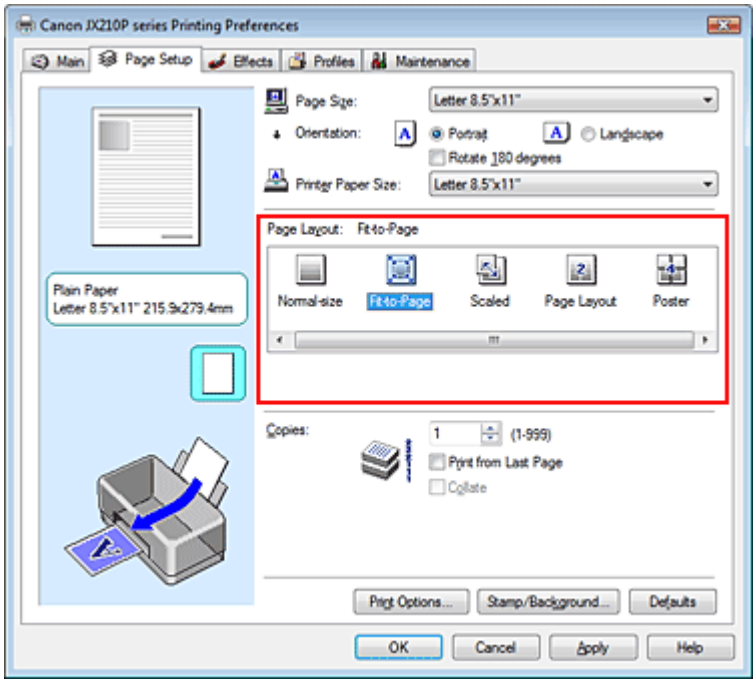


The procedure for printing document, which is enlarged or reduced to fit to the page size, is as follows:

1. Open the printer driver setup window

2. Set fit-to-page printing

   Select Fit-to-Page from the Page Layout list on the Page Setup tab.



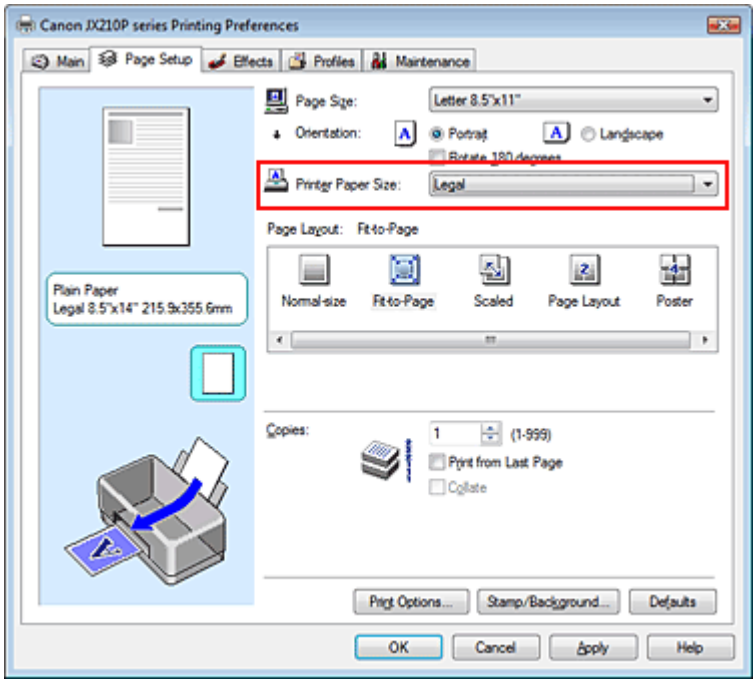
3. Select the paper size for the data

   Using Page Size, select the page size that was set with your application.

4. Select the print paper size

   Select the size of the paper loaded in the machine from the Printer Paper Size list.
   If the printer paper size is smaller than the Page Size, the page image will be reduced. If the printer paper size is larger than the page size, the page image will be enlarged.

   The current settings are displayed in the Settings Preview on the left side of the printer driver.



5. Complete the setup

Click OK.
When you execute print, the document will be enlarged or reduced to fit to the page size.

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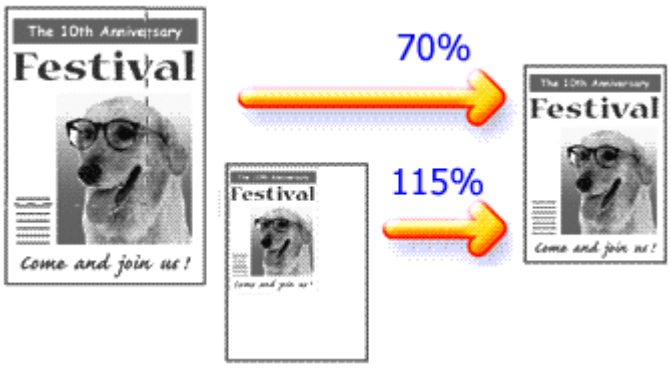
Scaled Printing

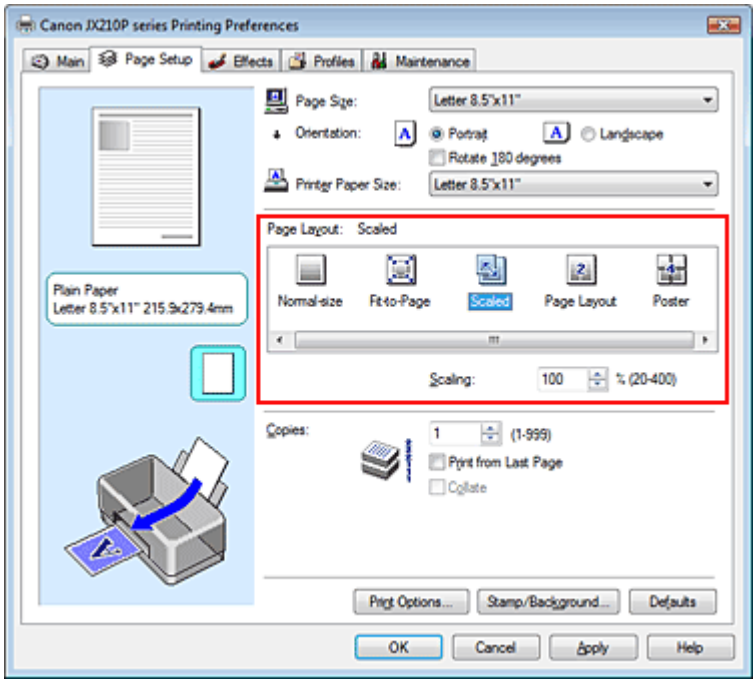


The procedure for printing a document with pages enlarged or reduced is as follows:

1. Open the printer driver setup window

2. Set scaled printing

   Select Scaled from the Page Layout list on the Page Setup tab.



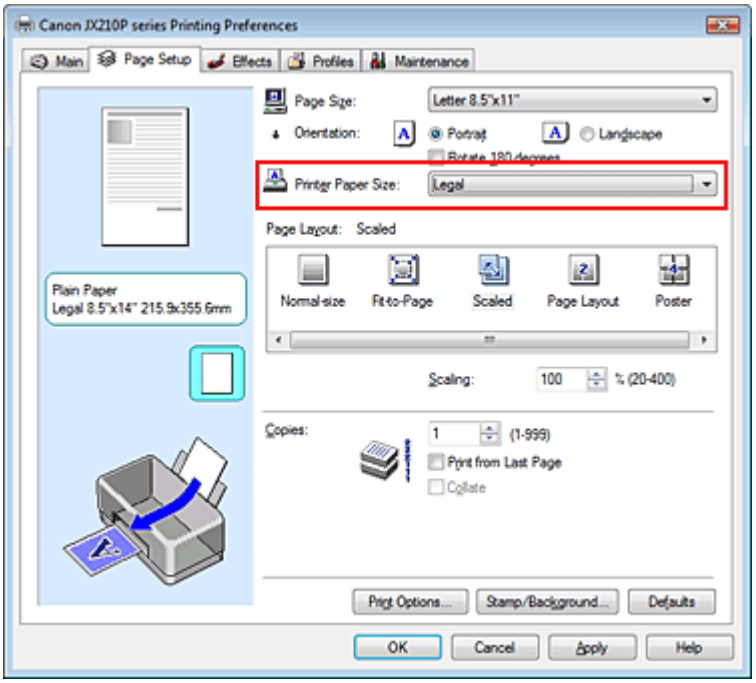
3. Select the paper size for the data

   Using Page Size, select the page size that was set with your application.

4. Set the scaling rate by using one of the following methods:

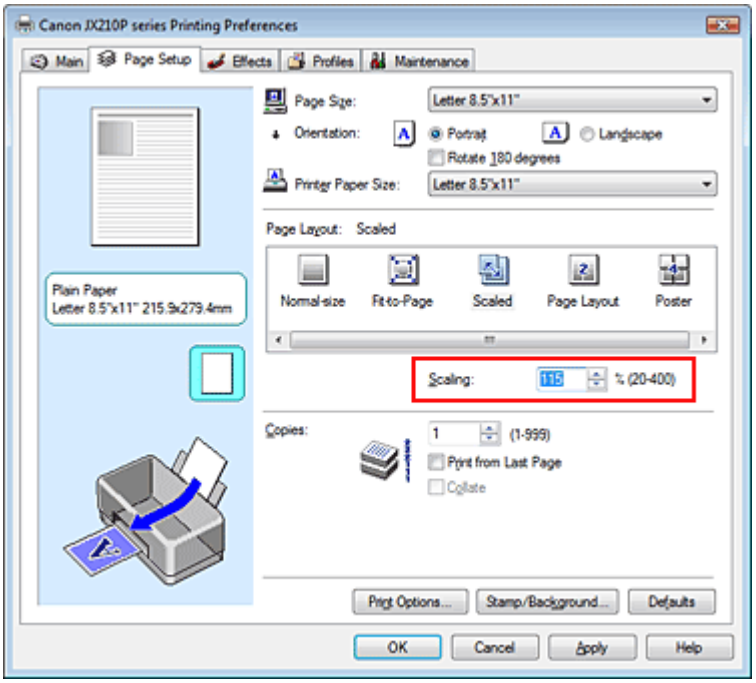
   - **Select a Printer Paper Size**

     Select a printer paper size, which is different from the Page Size, from the Printer Paper Size list. If the printer paper size is smaller than the Page Size, the page image will be reduced. If the printer paper size is larger than the page size, the page image will be enlarged.



- **Specify a scaling factor**

  Directly type in a value into the Scaling box.



The current settings are displayed in the Settings Preview on the left side of the printer driver.

5. Complete the setup

Click OK.

When you execute print, the document will be printed with the specified scale.

Important

- If the application software with which you created the original has the scaled printing function, configure the settings on your application software. You do not need to also configure the same setting in the printer driver.

Note

- Selecting Scaled changes the printable area of the document.

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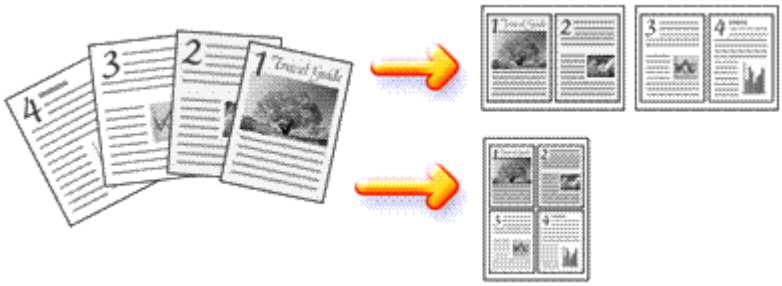
Page Layout Printing

The page layout printing function allows you to print more than one page image on a single sheet of paper.

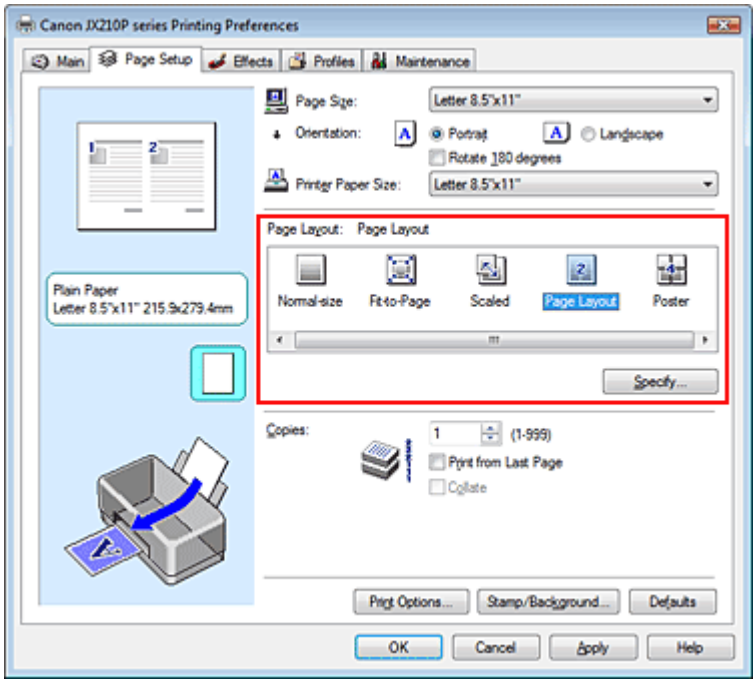


The procedure for performing page layout printing is as follows:

1. Open the printer driver setup window

2. Set page layout printing

   Select Page Layout from the Page Layout list on the Page Setup tab.
   The current settings are displayed in the Settings Preview on the left side of the printer driver.

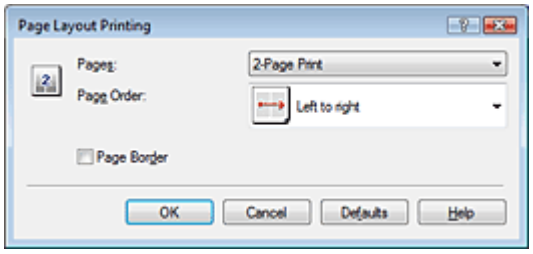


3. Select the print paper size

   Select the size of the paper loaded in the machine from the Printer Paper Size list.
   Now you have finished setting the layout of the document from left to right.

4. Set the number of pages to be printed on one sheet and the page sequence

   If necessary, click Specify..., specify the following settings in the Page Layout Printing dialog box, and click OK.



Pages
To increase the number of pages to be included on a single sheet of paper, select a desired number of pages from the list.

Page Order
To change the page arrangement order, select an icon from the list to change the page placement order.

Page Border
To print a page border around each document page, check this check box.

5. Complete the setup

Click OK on the Page Setup tab.
When you execute print, the specified number of pages will be arranged on each sheet of paper in the specified order.

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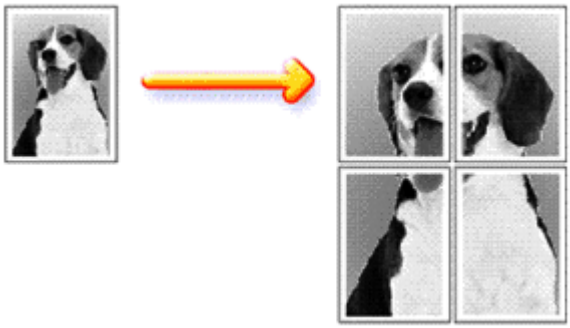
Poster Printing

The poster printing function allows you to enlarge image data, divide it into several pages, and print these pages on separate sheets of paper. When the pages are pasted together, they form a large print like a poster.



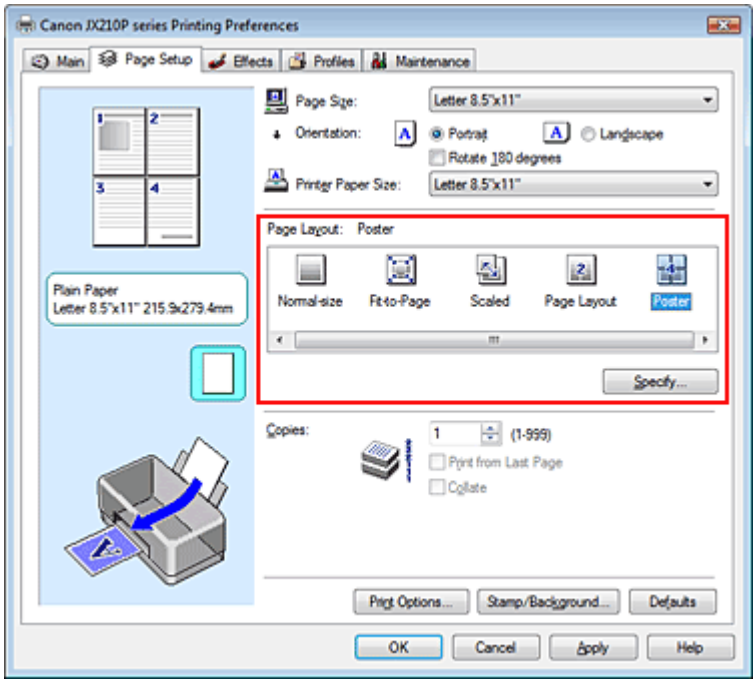
The procedure for performing poster printing is as follows:

Setting Poster Printing

1. Open the printer driver setup window

2. Set poster printing

   Select Poster from the Page Layout list on the Page Setup tab.
   The current settings are displayed in the Settings Preview on the left side of the printer driver.



3. Select the print paper size

   Select the size of the paper loaded in the machine from the Printer Paper Size list.
   Now you have finished setting 2 by 2-page poster printing.

4. Set the number of image divisions and the pages to be printed.

If necessary, click Specify..., specify the following settings in the Poster Printing dialog box, and then click OK.

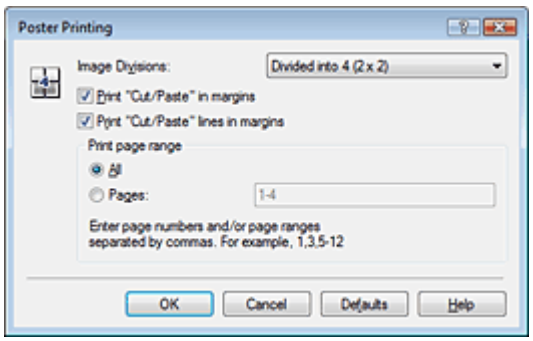


Image Divisions
Select the number of divisions (vertical x horizontal) from the Image Divisions list. As the number of divisions increases, the number of sheets used for printing increases, allowing you to create a larger poster.

Print "Cut/Paste" in margins
To leave out words "Cut" and "Paste", uncheck this check box.

Important

- This feature is unavailable when the 64-bit printer driver is used.

Print "Cut/Paste" lines in margins
To leave out cut lines, uncheck this check box.

Pages
To reprint only specific pages, enter the page number you want to print. To print multiple pages, specify by separating the pages with commas or entering a hyphen between the page numbers.

Note

- You can also specify the print range by clicking the pages in the setup preview.

5. Complete the setup

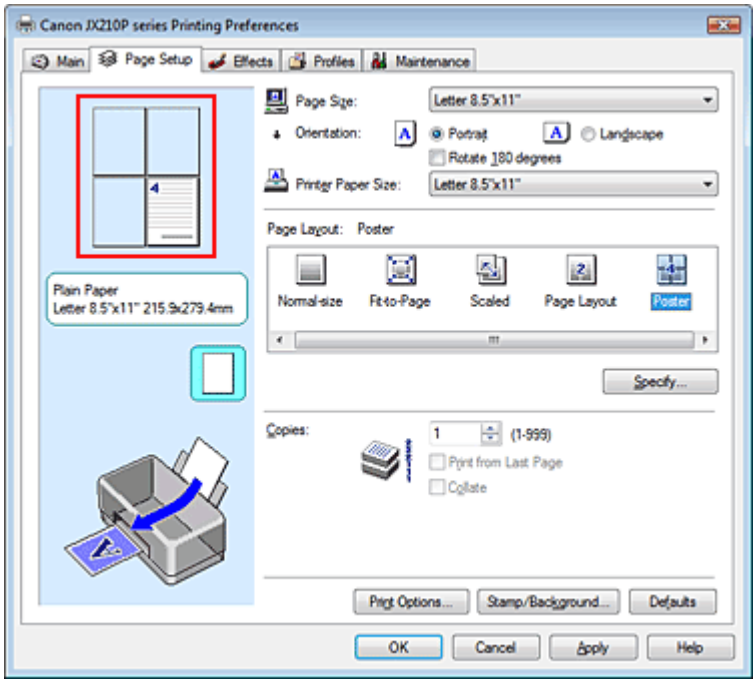
Click OK on the Page Setup tab.
When you execute print, the document will be divided into several pages during printing.
After all poster pages have been printed, paste the pages together to create a poster.

Printing Only Specific Pages

If ink becomes faint or runs out during printing, you can print the pages you still need, by following the procedure below:

1. Set the print range

In the Settings Preview on the left of the Page Setup tab, click the pages that do not need to be printed.
The pages that were clicked are deleted, and only the pages to be printed are displayed.



Note

- Click the deleted pages to display them again.
- Right-click the Settings Preview to select Print all pages or Delete all pages.

2. Complete the setup

After completing the page selection, click OK.
When you execute print, only specified pages will be printed.

Important

- When Poster is selected, the Print from Last Page check box appears grayed out and is unavailable.
- Since poster printing enlarges the document when printing it, the print results may become coarse.

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Stamp/Background Printing

This feature is unavailable when the 64-bit printer driver is used.

The Stamp function allows you to print a stamp text or a bitmap over or behind document data. It also allows you to print date, time and user name. The Background function allows you to print a light illustration behind the document data.

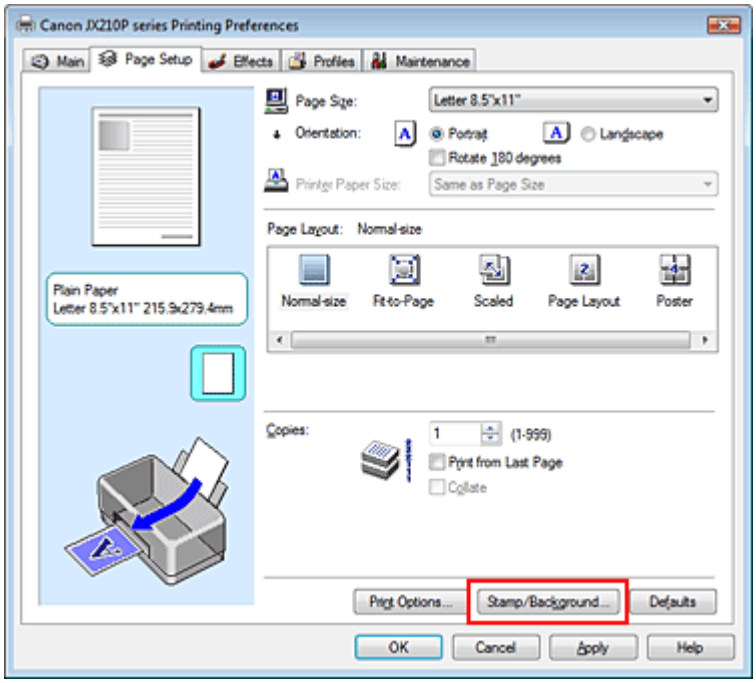
The procedure for performing stamp/background printing is as follows:

Printing a Stamp

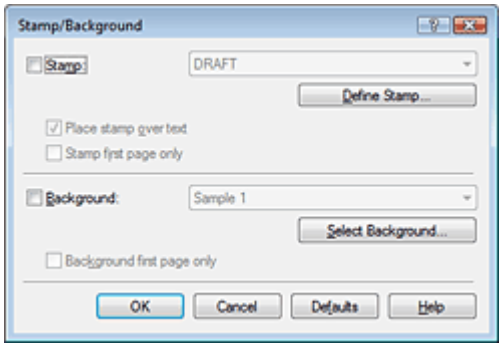
"CONFIDENTIAL," "IMPORTANT," and other stamps that are used often in companies are pre-registered.

1. Open the printer driver setup window

2. Click Stamp/Background... on the Page Setup tab



The Stamp/Background dialog box opens.



3. Select a stamp

Check the Stamp check box, and select a desired stamp from the list.
The current settings are displayed in the Settings Preview on the left side of the Page Setup tab.

4. Set the stamp details

If necessary, complete the following settings, and then click OK.

Place stamp over text
To print the stamp on the front of the document, check this check box.

Note

- The stamp is given priority because the stamp is printed over the document data in the sections where the stamp and the document data overlap. If the Place stamp over text check box is unchecked, the stamp is printed behind the document data and may be hidden in the overlapping sections depending on the application used.

Stamp first page only
To print the stamp only on the first page, check this check box.

Define Stamp... button
To change the stamp text, bitmap, or position, click this (refer to Saving a Stamp Setting). You can select the color of the stamp by clicking Select Color..., but the print result will be in monochrome.

5. Complete the setup

Click OK on the Page Setup tab.
When you execute print, the data is printed with the specified stamp.

Printing a Background

1. Select the background for which the settings are to be changed

Two bitmap files are pre-registered as samples.

2. Click Stamp/Background... on the Page Setup tab

The Stamp/Background dialog box opens.

3. Select the background

Check the Background check box, and select a desired background from the list.
The current settings are displayed in the Settings Preview on the left side of the Page Setup tab.

4. Set the background details

If necessary, complete the following settings, and then click OK.

Background first page only
To print the background only on the first page, check this check box.

Select Background... button
To use another bitmap file or change the layout or density of a background, click this (refer to Saving Image Data to be Used as a Background).

5. Complete the setup

Click OK on the Page Setup tab.
When you execute print, the data is printed with the specified background.

Related Topics

- Saving a Stamp Setting
- Saving Image Data to be Used as a Background

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Saving a Stamp Setting

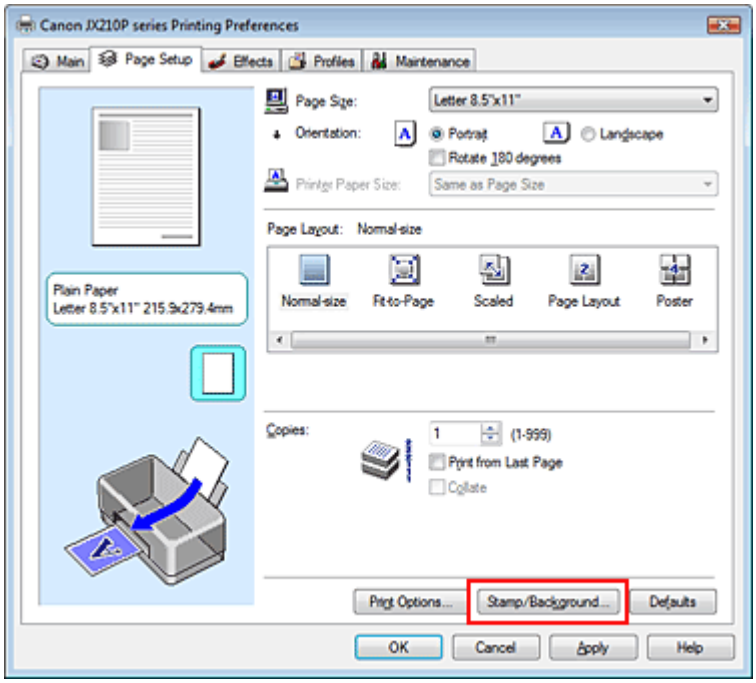
This feature is unavailable when the 64-bit printer driver is used.

You can create and save a new stamp. You can also change and register some of the settings of an existing stamp. Unnecessary stamps can be deleted at any time.

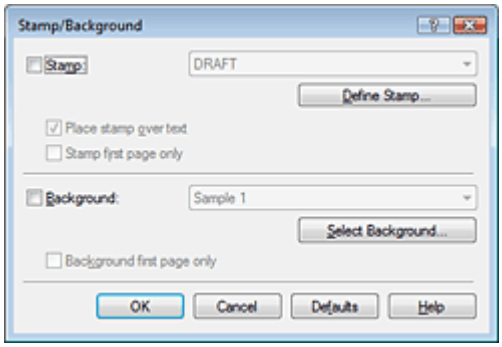
The procedure for registering a new stamp is as follows:

Registering a New Stamp

1. Open the printer driver setup window
2. Click Stamp/Background... on the Page Setup tab

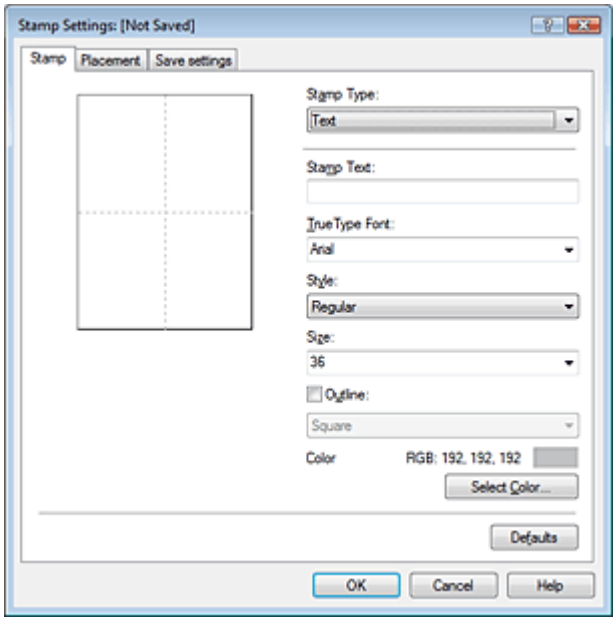


The Stamp/Background dialog box opens.



3. Click Define Stamp...

The Stamp Settings dialog box opens.



4. Configure the stamp while viewing the preview window

- **Stamp tab**

  Select Text, Bitmap, or Date/Time/User Name for Stamp Type.

  - For Text registration, the characters must already be entered in Stamp Text. Change the TrueType Font, Style, Size, and Outline settings, as necessary. You can select the color of the stamp by clicking Select Color..., but the print result will be in monochrome.
  - For Bitmap, click Select File... and select the bitmap file (.bmp) to be used. Change the settings of the Size and Transparent white area if necessary.
  - For Date/Time/User Name, the creation date/time and user name of the printed object are displayed in Stamp Text. Change the settings of TrueType Font, Style, Size, and Outline, if necessary. You can select the color of the stamp by clicking Select Color..., but the print result will be in monochrome.

  Important

  - Stamp Text appears grayed out and is unavailable if Date/Time/User Name is selected.

- **Placement tab**

  Select the stamp position from the Position list. You can also select Custom from the Position list and specify coordinates for X-Position and Y-Position.
  You can also change the stamp position by dragging the stamp in the preview window.
  To change the stamp position angle, type a value in the Orientation box directly.

5. Save the stamp

Click the Save settings tab and enter a new stamp title in the Title box, and then click Save.
Click OK when the confirmation message appears.

6. Complete the setup

Click OK. The Stamp/Background dialog box opens again.
The registered title appears in the Stamp list.

Changing and Registering Some of Stamp Settings

1. Select the stamp for which the settings are to be changed

Check the Stamp check box in the Stamp/Background dialog box, and then select the title of the stamp to be changed from the Stamp list.

2. Click Define Stamp...

The Stamp Settings dialog box opens.

3. Configure the stamp while viewing the preview window

4. Save the stamp

Click Save overwrite on the Save settings tab.
If you want to save the stamp with a different title, type a new title in the Title box and click Save.
Click OK when the confirmation message appears.

5. Complete the setup

Click OK. The Stamp/Background dialog box opens again.
The registered title appears in the Stamp list.

Deleting an Unnecessary Stamp

1. Click Define Stamp... in the Stamp/Background dialog box

The Stamp Settings dialog box opens.

2. Select the stamp to be deleted

Select the title of the stamp you want to delete from the Stamps list on the Save settings tab. Then click Delete.
Click OK when the confirmation message appears.

3. Complete the setup

Click OK. The Stamp/Background dialog box opens again.

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Saving Image Data to be Used as a Background

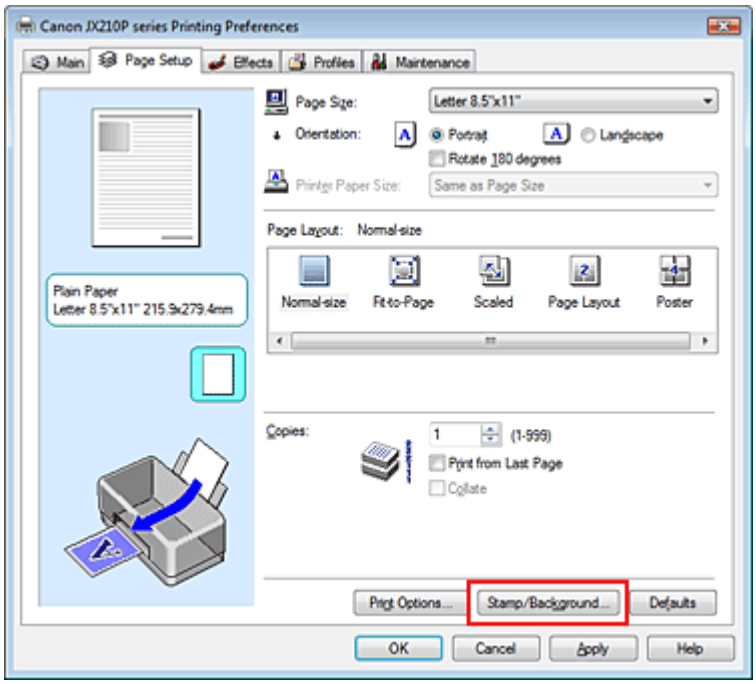
This feature is unavailable when the 64-bit printer driver is used.

You can select a bitmap file and save it as a new background. You can also change and register some of the settings of an existing background. An unnecessary background can be deleted at any time.

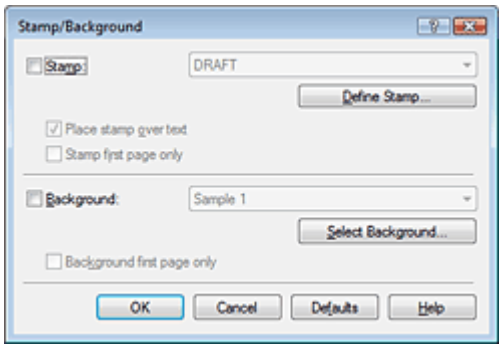
The procedure for registering image data to be used as a background is as follows:

Registering Image Data to be Used as a Background

1. Open the printer driver setup window
2. Click Stamp/Background... on the Page Setup tab

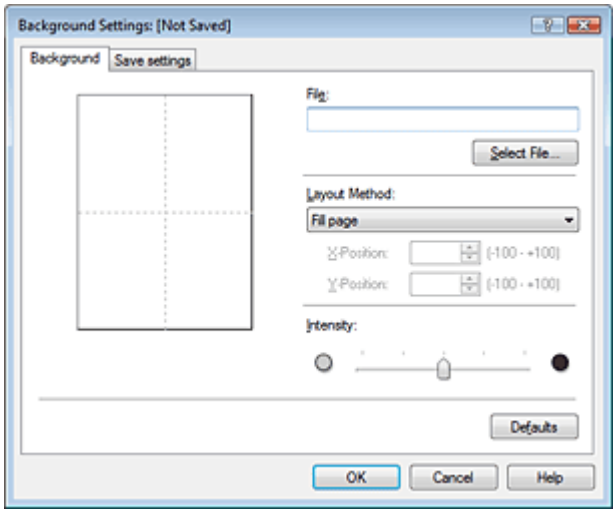


The Stamp/Background dialog box opens.



3. Click Select Background...

The Background Settings dialog box opens.



4. Select the image data to be registered to the background

Click Select File.... Select the target image data (bitmap file), and then click Open.

5. Specify the following settings while viewing the preview window

Layout Method
Select how the background image data is to be placed.
When Custom is selected, you can set coordinates for X-Position and Y-Position.
You can also change the background position by dragging the image in the preview window.

Intensity
Set the intensity of the background image data with the Intensity slider. To lighten the background, move the slider to the left. To darken the background, move the slider to the right. To print the background at the original bitmap intensity, move the slider to the rightmost position.

6. Save the background

Click the Save settings tab and enter a new stamp title in the Title box, and then click Save.
Click OK when the confirmation message appears.

7. Complete the setup

Click OK. The Stamp/Background dialog box opens again.
The registered title appears in the Background list.

Changing and Saving Some Background Settings

1. Select the background for which the settings are to be changed

Check the Background check box in the Stamp/Background dialog box, and then select the title of the background you want to change from the Background list.

2. Click Select Background...

The Background Settings dialog box opens.

3. While viewing the preview, set the items on the Background tab

4. Save the background

Click Save overwrite on the Save settings tab. If you want to save the background with a different title, type a new title in the Title box and click Save.
Click OK when the confirmation message appears.

5. Complete the setup

Click OK. The Stamp/Background dialog box opens again.
The registered title appears in the Background list.

Deleting an Unnecessary Background

1. Click Select Background... in the Stamp/Background dialog box

The Background Settings dialog box opens.

2. Select the background to be deleted

Select the title of the background you want to delete from the Backgrounds list on the Save settings tab, and then click Delete.
Click OK when the confirmation message appears.

3. Complete the setup

Click OK. The Stamp/Background dialog box opens again.

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Displaying the Print Results before Printing

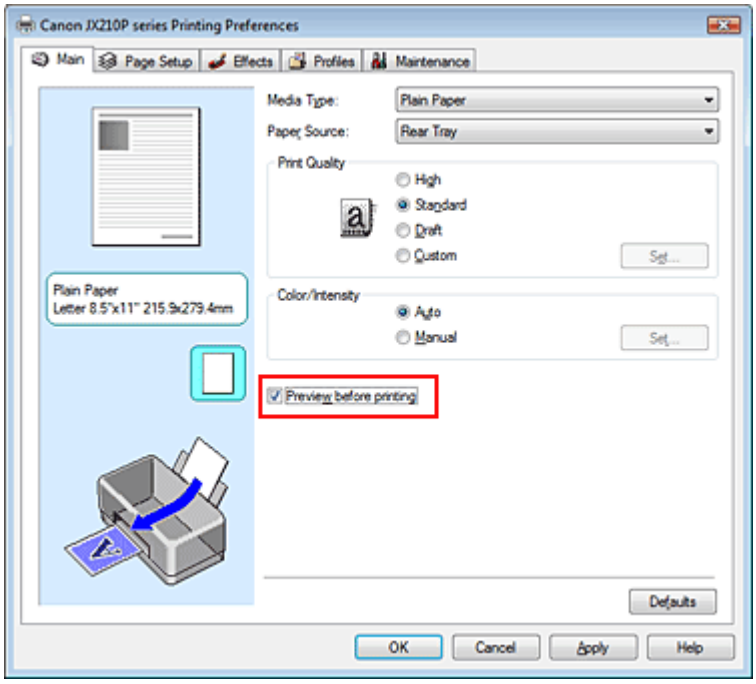
You can display and check the print result before printing.

The procedure for displaying the print result before printing is as follows:

1. Open the printer driver setup window

2. Set the preview

   Check the Preview before printing check box on the Main tab.



3. Complete the setup

   Click OK.
   The Canon IJ Preview will start and the print result will be displayed before printing.

Related Topic

Canon IJ Preview

Page top

Setting Paper Dimensions (Custom Size)

You can specify the height and width of paper if its size cannot be selected in Page Size. Such a paper size is called a custom size.

The procedure for specifying a custom size is as follows:

1. Set the custom size in the application software

On your application's paper size feature, specify your custom size.

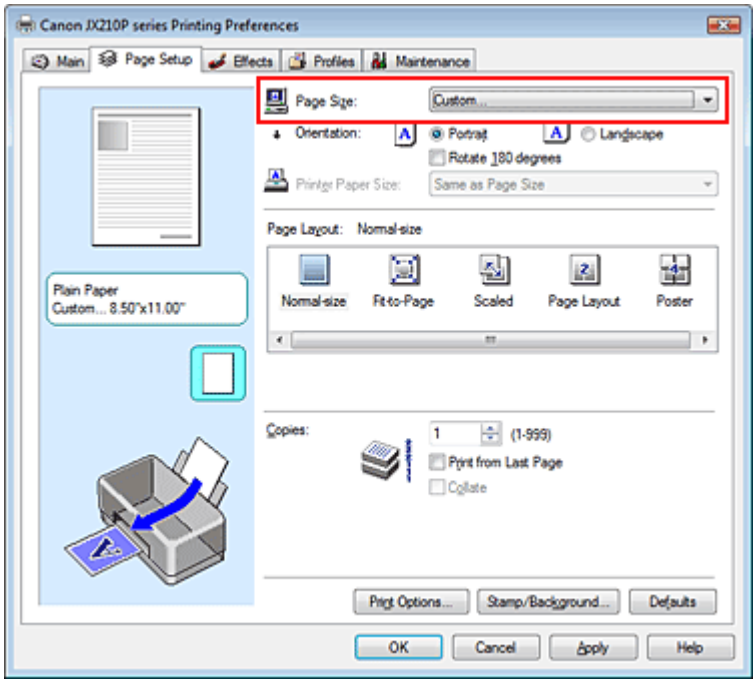
Important

- If the application software that created the document has a function for specifying the height and width values, use the application software to set the values. If the application software does not have such a function or if the document does not print correctly, use the printer driver to set the values.

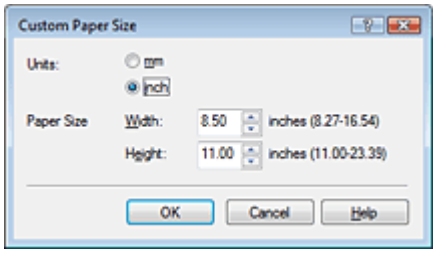
2. Open the printer driver setup window

3. Select the paper size

Select Custom... for Page Size on the Page Setup tab.



The Custom Paper Size dialog box opens.



4. Set the custom size in the application software

Specify Units, and enter the Width and Height of the paper to be used. Then click OK.

5. Complete the setup

Click OK on the Page Setup tab.
When you execute print, the data is printed with the specified paper size.

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Changing the Print Quality and Correcting Image Data

- Selecting a Combination of the Print Quality Level and a Halftoning Method
- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast
- Simulating an Illustration
- Smoothing Jagged Outlines
- Changing Color Properties to Improve Coloration
- Reducing Photo Noise

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Selecting a Combination of the Print Quality Level and a Halftoning Method

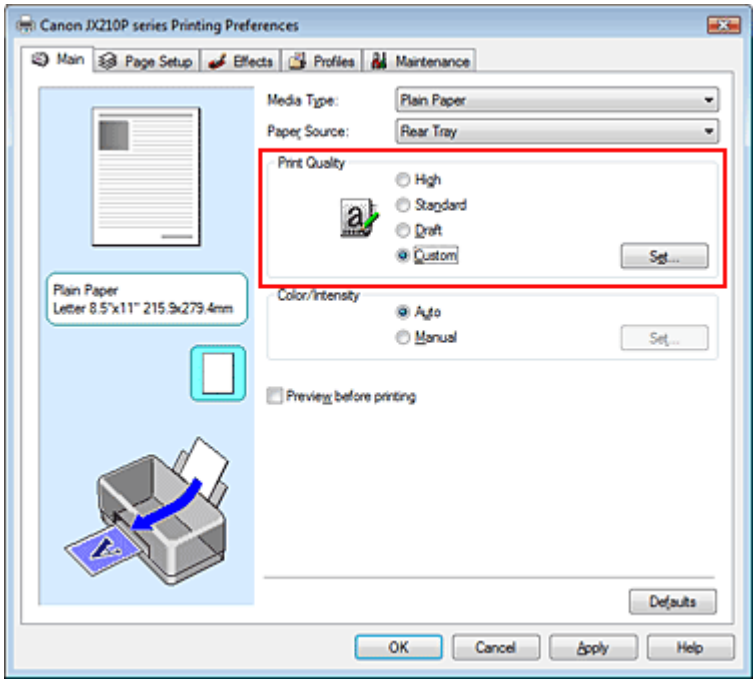
You can set the print quality level and the halftoning method.

The procedure for setting the print quality level and the halftoning method is as follows:

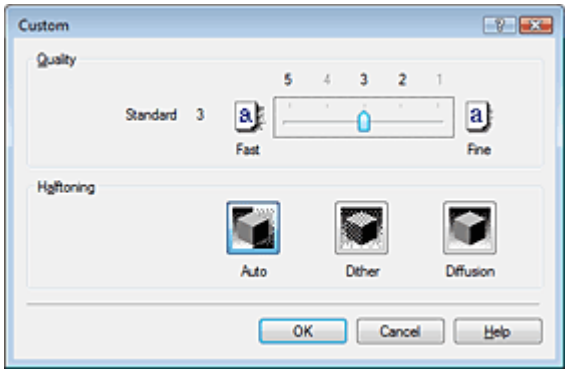
1. Open the printer driver setup window

2. Select the print quality

   Select Custom for Print Quality on the Main tab, and click Set....



   The Custom dialog box opens.



3. Setting the print quality and halftone expression method

Move the Quality slider to select the quality level.
Select Halftoning and click OK.

Note

- Halftones refer to color shades between the darkest color and the brightest color.
  The printer replaces the color shades with a collection of small dots to express the halftones.
  Dither arranges the dots according to fixed rules to express the halftones. Diffusion places the dots randomly to express the halftones. When you select Auto, the data is printed with the optimal halftoning method for the selected print quality.

4. Complete the setup

Click OK on the Main tab.
When you execute print, the data is printed with the specified quality level and halftoning method.

Note

- When the part of the object is not printed, selecting Diffusion for Halftoning may solve the problem.

Related Topics

- Adjusting Brightness
- Adjusting Intensity
- Adjusting Contrast

Page top

Adjusting Brightness

You can change the brightness of the overall image data during printing.
This function does not change pure white or pure black but it changes the brightness of the intermediate colors.
The following sample shows the print result when the Brightness specification is changed.

Light is selected

Normal is selected

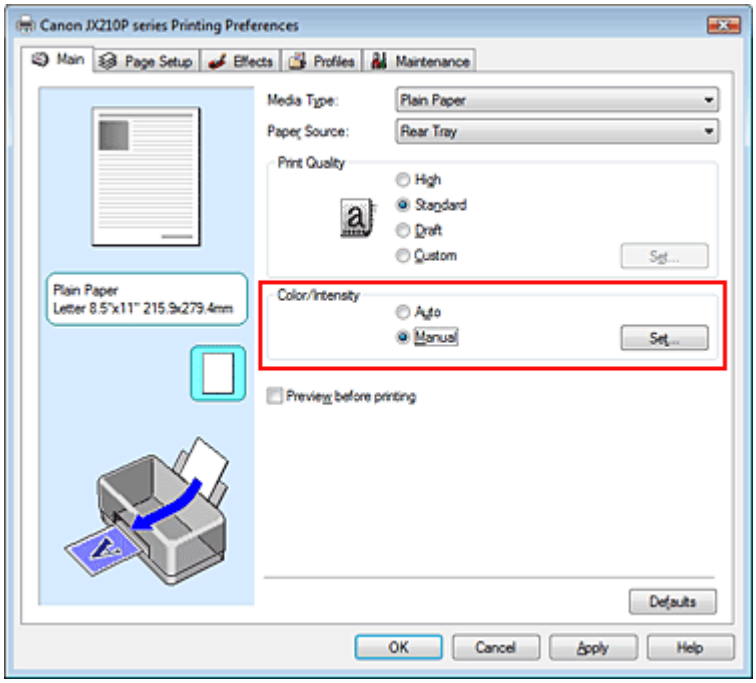
Dark is selected

The procedure for adjusting brightness is as follows:

1. Open the printer driver setup window

2. Select the manual color adjustment

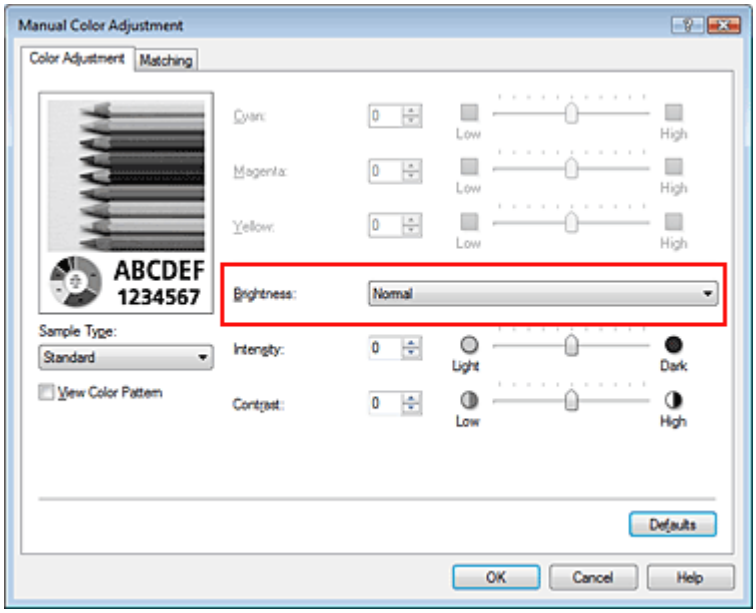
   On the Main tab, select Manual for Color/Intensity, and click Set....



   The Manual Color Adjustment dialog box opens.

3. Specify the brightness

   Select Light, Normal, or Dark for Brightness, and click OK.



4. Complete the setup

Click OK on the Main tab.
When you execute print, the data is printed at the specified brightness.

Important

- Because this product supports only monochrome printing, color balance (Cyan, Magenta, and Yellow) appears grayed out and is unavailable.

Related Topics

- Adjusting Intensity
- Adjusting Contrast

Page top

Adjusting Intensity

You can dilute (brighten) or intensify (darken) the colors of the overall image data during printing.
If you want to sharpen the print results, you should intensify the colors.
The following sample shows the case when the intensity is increased so that all colors become more intense when the image data is printed.

No adjustment

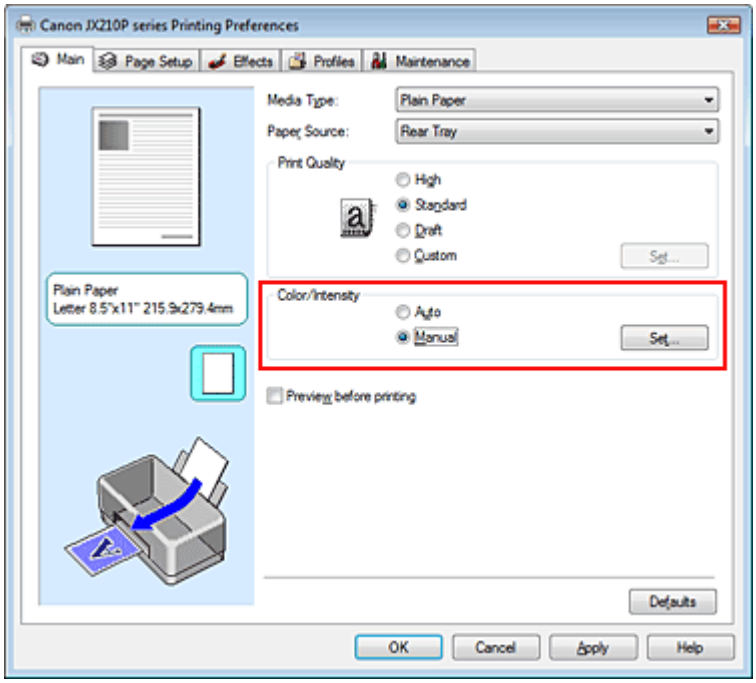
Higher Intensity

The procedure for adjusting intensity is as follows:

1. Open the printer driver setup window

2. Select the manual color adjustment

Select Manual for Color/Intensity on the Main tab, and click Set....

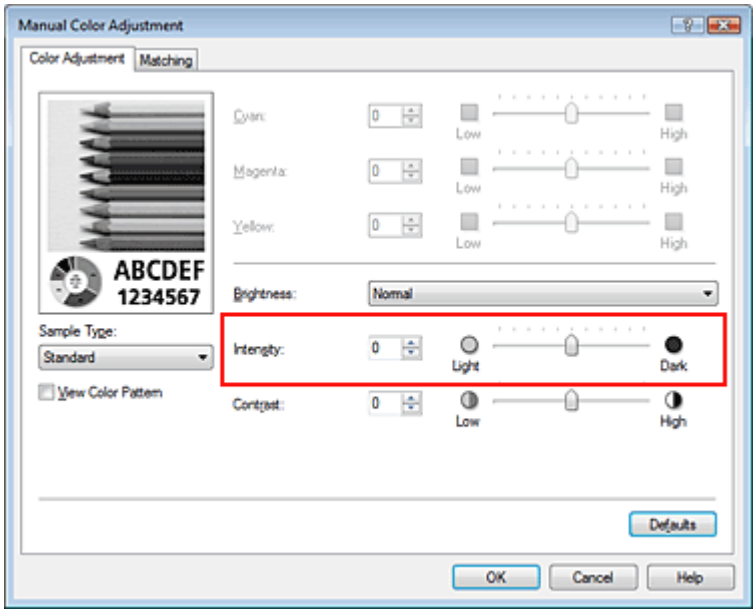


The Manual Color Adjustment dialog box opens.

3. Adjust intensity

Moving the Intensity slider to the right intensifies (darkens) the colors. Moving the slider to the left dilutes (brightens) the colors.
You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50.

After adjusting each color, click OK.



Important

- Adjust the slider gradually.

4. Complete the setup

Click OK on the Main tab.
When you execute print, the image data is printed with the adjusted intensity.

Important

- Because this product supports only monochrome printing, color balance (Cyan, Magenta, and Yellow) appears grayed out and is unavailable.

Related Topics

- Selecting a Combination of the Print Quality Level and a Halftoning Method
- Adjusting Brightness
- Adjusting Contrast

Page top

Adjusting Contrast

You can adjust the image contrast during printing.
To make the differences between the light and dark portions of images greater and more distinct, increase the contrast. On the other hand, to make the differences between the light and dark portions of images smaller and less distinct, reduce the contrast.

No adjustment

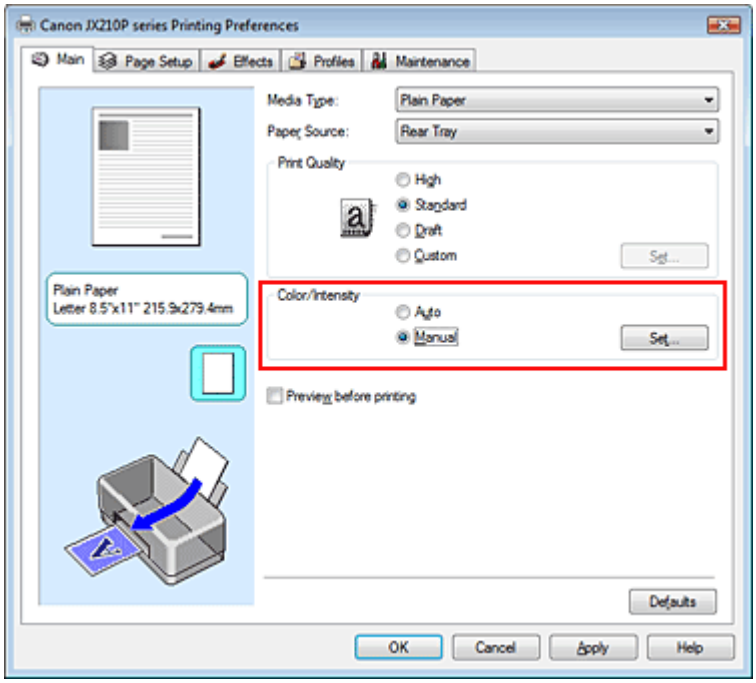
Adjust the contrast

The procedure for adjusting contrast is as follows:

1. Open the printer driver setup window

2. Select the manual color adjustment

On the Main tab, select Manual for Color/Intensity, and click Set....

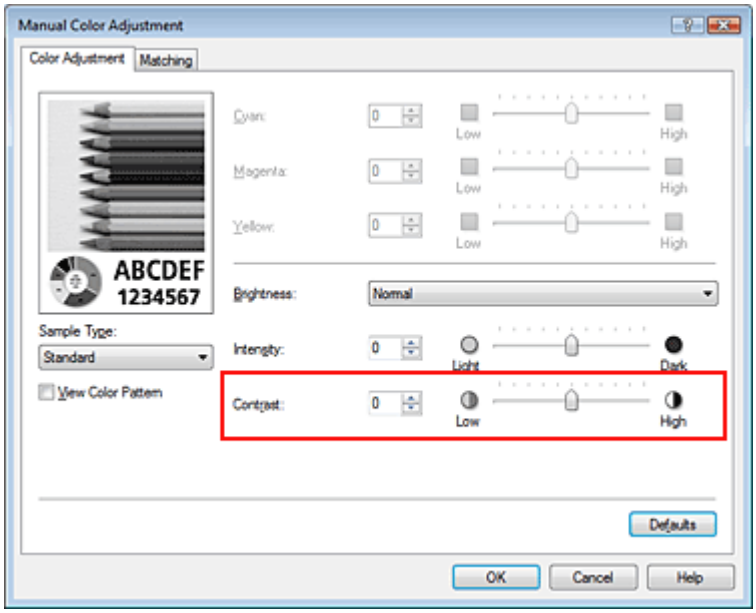


The Manual Color Adjustment dialog box opens.

3. Adjust the contrast

Moving the Contrast slider to the right increases the contrast, and moving it to the left decreases the contrast.
You can also directly enter a value linked to the slider. Enter a value in the range from -50 to 50.

After adjusting each color, click OK.



Important

- Adjust the slider gradually.

4. Complete the setup

Click OK on the Main tab.
When you execute print, the image is printed with the adjusted contrast.

Important

- Because this product supports only monochrome printing, color balance (Cyan, Magenta, and Yellow) appears grayed out and is unavailable.

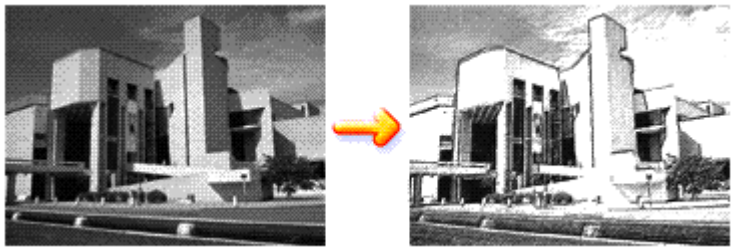
Related Topics

- Selecting a Combination of the Print Quality Level and a Halftoning Method
- Adjusting Brightness
- Adjusting Intensity

Page top

Simulating an Illustration

With the Simulate Illustration function, you can print image data so that it looks like a hand-drawn illustration. You can add different effects to the original profile and colors.

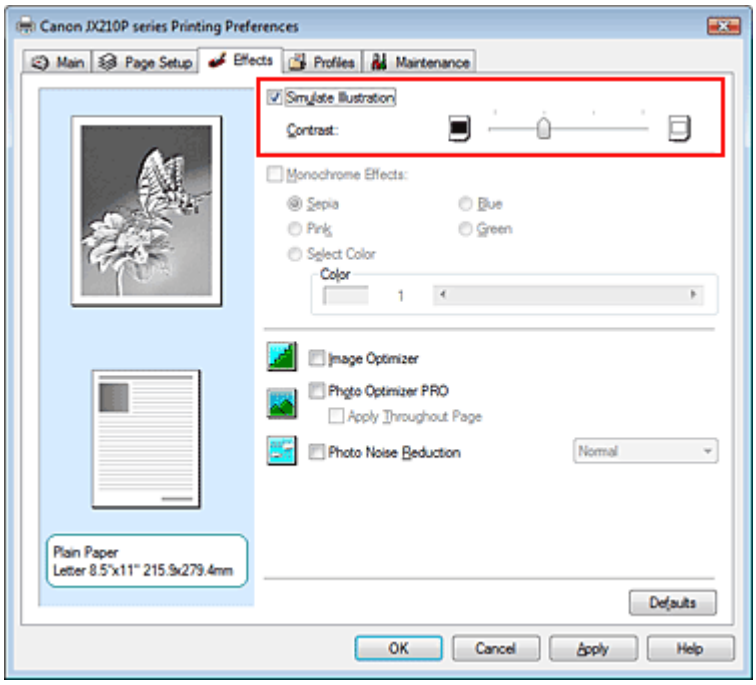


The procedure for performing Simulate Illustration is as follows:

1. Open the printer driver setup window

2. Set the Simulate Illustration

Check the Simulate Illustration check box on the Effects tab, and adjust the Contrast as necessary. Moving the slider to the right lightens the image data and moving the slider to the left darkens the image data.
The current settings are displayed in the Settings Preview on the left side of the printer driver.



3. Complete the setup

Click OK.
When you execute print, the image will be printed so that it looks hand-drawn.

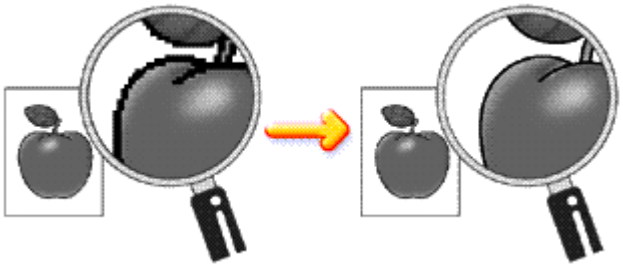
Important

- Because this product supports only monochrome printing, Monochrome Effects appears grayed out and is unavailable.

Page top

Smoothing Jagged Outlines

The Image Optimizer function allows you to smooth jagged outlines in photos and graphics that have been enlarged with your application. This feature is especially useful when printing low-resolution images from Web pages.

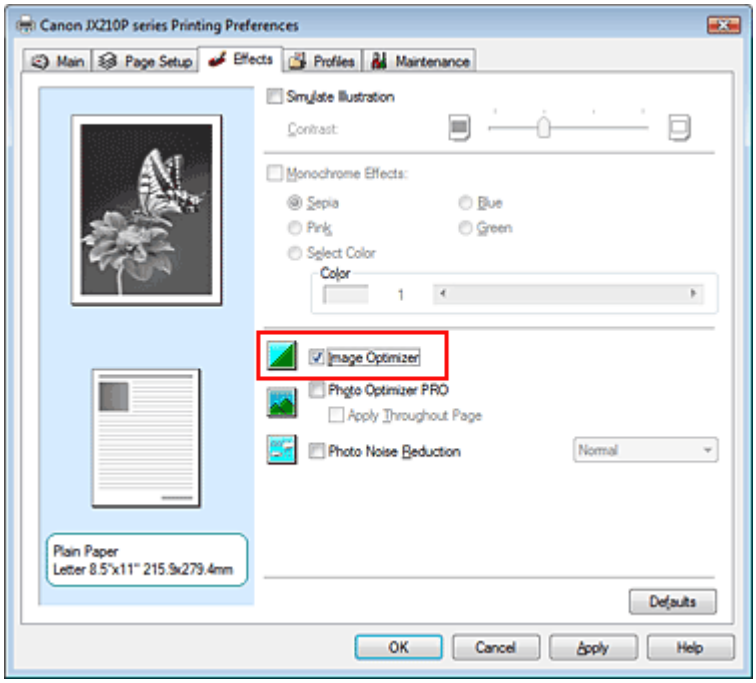


The procedure for performing Image Optimizer is as follows:

1. Open the printer driver setup window

2. Perform Image Optimizer

   Check the Image Optimizer check box on the Effects tab.



3. Complete the setup

   Click OK.
   The photos and graphics will be printed with jagged outlines smoothed.

Important

- Because this product supports only monochrome printing, Monochrome Effects appears grayed out and is unavailable.

Note

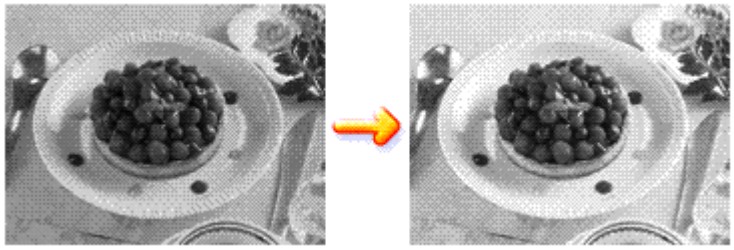
- Depending on application software or resolution of image data, the Image Optimizer may have no

discernible effects.
- It may take longer to complete printing if the Image Optimizer is used.

Page top

Changing Color Properties to Improve Coloration

The Photo Optimizer PRO function corrects colors of digital camera images or scanned images. It is specially designed to compensate for color shift, overexposure, and underexposure.

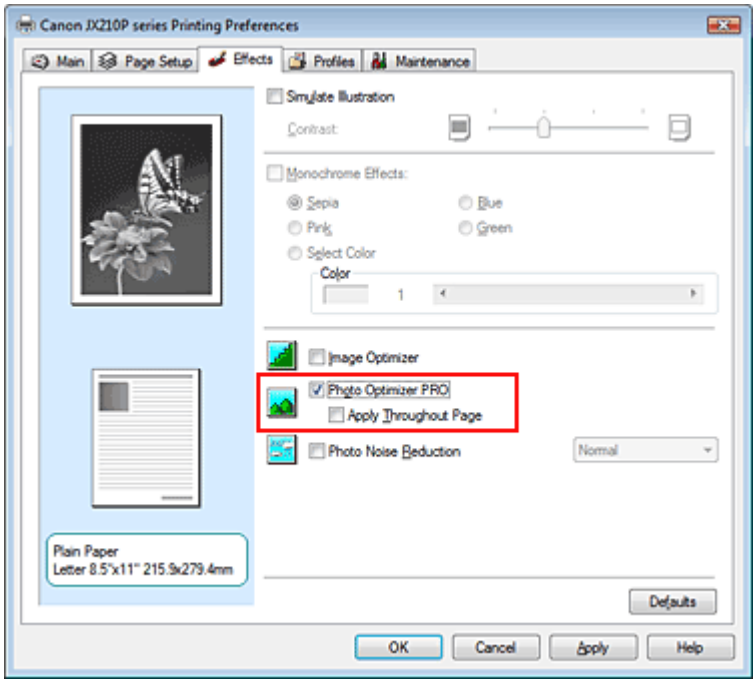


The procedure for performing Photo Optimizer PRO is as follows:

1. Open the printer driver setup window

2. Set the Auto Photo mode

Check the Photo Optimizer PRO check box on the Effects tab.



Normally there is no need to check the Apply Throughout Page check box.
Images within each page are optimized on an image-by-image basis.

Note

- Check the Apply Throughout Page check box when printing image data that has been processed, such as being cropped or rotated. In this case the entire page will be treated as a single image to be optimized.

3. Complete the setup

Click OK.
When you execute print, the images will be printed with color compensation.

Important

- Photo Optimizer PRO does not function when:
  - Background is set in the Stamp/Background dialog box on the Page Setup tab.
  - Define Stamp... is selected in the Stamp/Background dialog box on the Page Setup tab, and the bitmapped stamp is configured.
- Because this product supports only monochrome printing, Monochrome Effects appears grayed out and is unavailable.

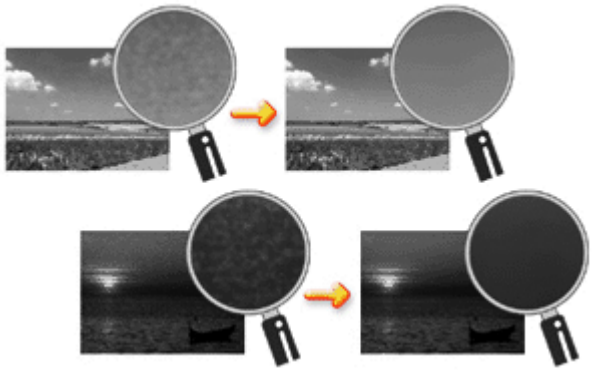
Note

- Depending on images, the Photo Optimizer PRO may have no discernible effect.

Page top

Reducing Photo Noise

With the Photo Noise Reduction function, you can reduce the digital camera noise and improve the image quality of the digital print.

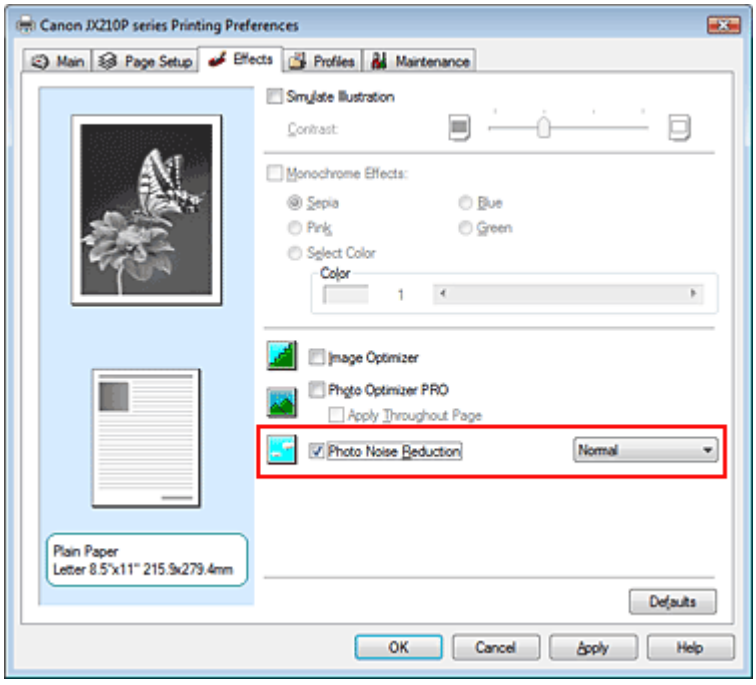


The procedure for performing Photo Noise Reduction is as follows:

1. Open the printer driver setup window

2. Set Photo Noise Reduction

   Check the Photo Noise Reduction check box on the Effects tab and select Normal or Strong for the level.



3. Complete the setup

   Click OK.
   When you execute print, the image will be printed with the digital camera noise being reduced.

Important

- Because this product supports only monochrome printing, Monochrome Effects appears grayed out and is unavailable.

Note

- It is recommended to select Normal for most cases. Select Strong if you have selected Normal and the noise still bothers you.
- Depending on application software or resolution of image data, effects of digital camera noise reduction may not be obvious.
- When this function is used for other than photos taken by digital cameras, image may be distorted.

Page top

Overview of the Printer Driver

- Canon IJ Printer Driver
- How to Open the Printer Driver Setup Window
- Maintenance Tab
- Canon IJ Status Monitor
- The Canon IJ Preview

Page top

Canon IJ Printer Driver

The Canon IJ printer driver is software that is installed on your computer for printing data on this machine.

The Canon IJ printer driver converts the print data created by your Windows application into data that your printer can understand and sends the converted data to the printer.

Because different models support different print data formats, you need a Canon IJ printer driver for the specific model you are using.

How to Use Help

You can display the Help describing the driver setting items through the Printing Preferences screen of the Canon IJ printer driver.

- **To view all descriptions of a tab...**

  Click the Help button on each tab. A dialog box opens, displaying a description of each item on the tab.
  You can also click the link found in the description of an item to display a description of the linked dialog box.

- **To see a description for each item...**

  Right-click the item you want to learn about and then click Help.
  Alternatively, if the [Help] button is found at the right end of the title bar, click that button, and then click the item you want to learn about.
  A description of the item is displayed.

Related Topic

How to Open the Printer Driver Setup Window

How to Open the Printer Driver Setup Window

The printer driver setup window can be displayed through the application software in use or the Start menu of the Windows.

Note

- This guide mainly describes operations on the Windows Vista. Operations may differ depending on versions of the Windows.

Open the Printer Driver Setup Window through the Application Software

Follow the procedure below to configure print settings when printing.

1. Select the command you perform printing on the application software in use

   In general, select Print on the File menu to open the Print dialog box.

2. Select your model name and click Preferences (or Properties)

   The printer driver setup window appears.

   Note

   - Depending on application software you use, command names or menu names may vary and there may be more steps. For details, refer to the user's manual of your application software.

Open the Printer Driver Setup Window through the Start Menu

Follow the procedure below to perform maintenance operations such as print head cleaning, or to configure print settings that are common for all application software.

1. Select items from the Start menu as shown below:
   - In Windows Vista, select the Start menu -> Control Panel -> Hardware and Sound -> Printers.
   - In Windows XP, select the Start menu -> Control Panel -> Printers and Other Hardware -> Printers and Faxes.
   - In Windows 2000, select the Start menu -> Settings -> Printers.

2. Right-click your model name icon, and then select Printing Preferences from the displayed menu.

   The printer driver setup window appears.

   Important

   - Opening the printer driver setup window through Properties displays such tabs regarding the Windows functions as the Ports (or Advanced) tab. Those tabs do not appear when opening through Printing Preferences or application software. About tabs regarding Windows functions, refer to the user's manual for the Windows.

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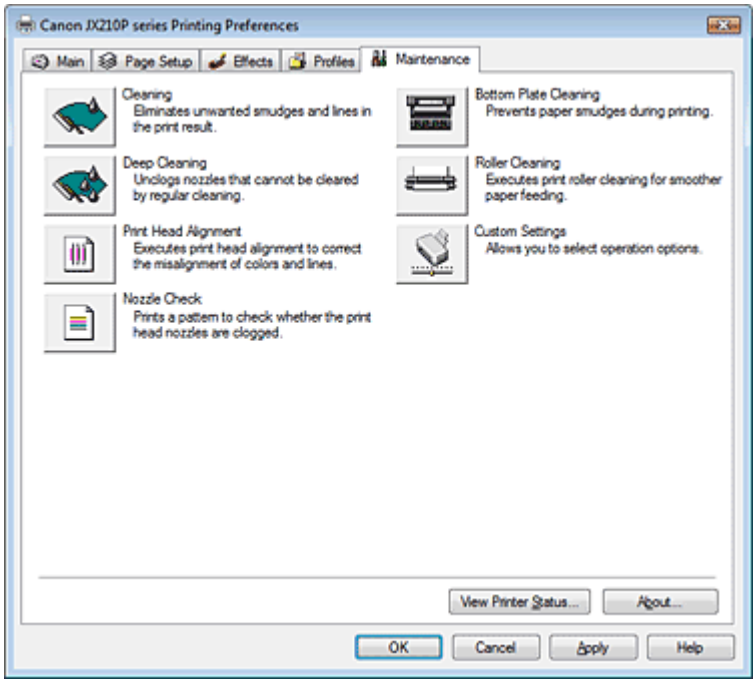
Maintenance Tab

The Maintenance tab allows you to perform machine maintenance or change the settings of the machine.



Features

- Cleaning the Print Heads
- Cleaning the Paper Feed Rollers
- Aligning the Print Head Position
- Checking the Print Head Nozzles
- Cleaning Inside the Machine

Related Feature

- Changing the Machine Operation Mode

Page top

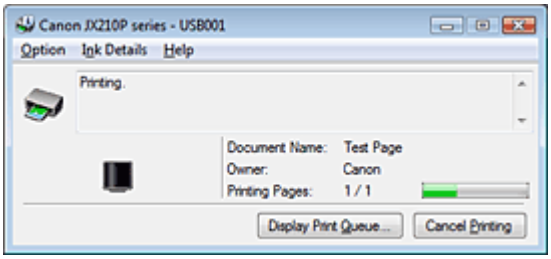
Canon IJ Status Monitor

The Canon IJ Status Monitor is an application software that shows the status of the printer and the progress of printing on the Windows screen. You will know the status of the printer with graphics, icons, and messages.

Launching the Canon IJ Status Monitor

The Canon IJ Status Monitor launches automatically when data is sent to the printer. When launched, the Canon IJ Status Monitor appears as a button on the Task Bar.

Click the Status Monitor button displayed on the Task Bar. The Canon IJ Status Monitor appears.

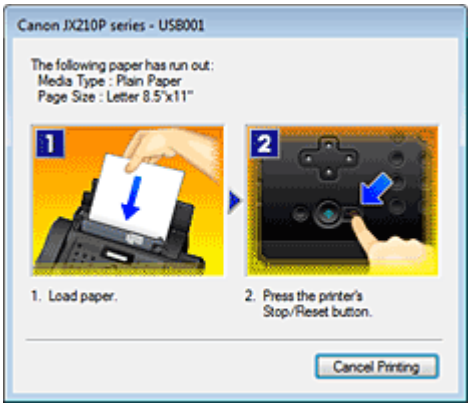


Note

- To open the Canon IJ Status Monitor when the printer is not printing, open the printer driver setup window and click View Printer Status... on the Maintenance tab.

When Errors Occur

The Canon IJ Status Monitor is automatically displayed when an error occurs (e.g., if the printer runs out of paper or if the ink is low).



In such cases, take the appropriate action as described.

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The Canon IJ Preview

The Canon IJ Preview is an application software that displays what the print result will look like before a document is actually printed.

The preview reflects the information that is set within the printer driver and allows you to check the document layout, print sequence, and number of pages.

If you want to display a preview before printing, open the printer driver setup window , click the Main tab, and check the Preview before printing check box.

If you do not want to display a preview before printing, uncheck the check box.

Related Topic

Displaying the Print Results before Printing

Page top

Performing Maintenance from a Computer

- Cleaning the Print Heads
- Cleaning the Paper Feed Rollers
- Aligning the Print Head Position
- Checking the Print Head Nozzles
- Cleaning Inside the Machine

Page top

Cleaning the Print Heads

The print head cleaning function allows you to remove any blockages in the print head nozzles. Perform print head cleaning if printing is faint or streaky, even though there is enough ink.

The procedure for cleaning the print heads is as follows:

Cleaning

1. Open the printer driver setup window
2. Make sure that the machine is on and then click Cleaning on the Maintenance tab

   Print head cleaning starts.
3. Complete cleaning

   The Nozzle Check dialog box opens after the confirmation message.
4. Check the results

   To check whether the print quality has improved, click Print Check Pattern. To cancel the check process, click Cancel.

   If cleaning the head once does not resolve the print head problem, clean it once more.

Deep Cleaning

Deep Cleaning is more thorough than Cleaning. Perform deep cleaning when two cleaning attempts do not resolve the print head problem.

1. Open the printer driver setup window
2. Click Deep Cleaning on the Maintenance tab

   The Deep Cleaning dialog box opens. Follow the instruction shown in the dialog box.
   Click Initial Check Items to display the items you need to check before performing Deep Cleaning.
3. Execute deep cleaning

   Make sure that the machine is on and then click Execute.
   Click OK when the confirmation message appears.

   Print head deep cleaning starts.
4. Complete deep cleaning

   The Nozzle Check dialog box opens after the confirmation message.
5. Check the results

   To check whether the print quality has improved, click Print Check Pattern. To cancel the check process, click Cancel.

Important

- Cleaning consumes a small amount of ink. Deep Cleaning consumes a larger amount of ink than Cleaning.
  Cleaning the print heads frequently will rapidly deplete your printer's ink supply. Consequently, perform cleaning only when necessary.

Note

- If there is no sign of improvement after Deep Cleaning, switch off the machine, wait 24 hours, and then perform Deep Cleaning again. If there is still no sign of improvement, the ink may have run out. Replace the ink cartridge with a new one.

Related Topic

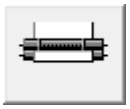
Checking the Print Head Nozzles

Page top

Cleaning the Paper Feed Rollers

The feed roller cleaning function allows you to clean the paper feed roller. Perform feed roller cleaning when there are paper particles sticking to the paper feed roller and paper is not fed properly.

The procedure for cleaning the feed rollers is as follows:



Roller Cleaning

1. Prepare the machine

   Remove all sheets of paper from the rear tray.

2. Open the printer driver setup window

3. Click Roller Cleaning on the Maintenance tab

   The confirmation message appears.

4. Execute paper feed roller cleaning

   Make sure that the machine is on and click OK.
   Paper feed roller cleaning starts.

5. Complete paper feed roller cleaning

   After the rollers have stopped, follow the instruction in the message, load three sheets of plain paper into the rear tray, and click OK.

   Paper will be ejected and feed roller cleaning will be completed.

Page top

Aligning the Print Head Position

Print head alignment corrects the installation positions of the print head and improves deviated colors and lines.

The procedure for performing print head alignment is as follows:

Print Head Alignment

1. Open the printer driver setup window

2. Click Print Head Alignment on the Maintenance tab

   The Start Print Head Alignment dialog box opens.

3. Load paper in the machine

   Load a sheet of A4 size or Letter size plain paper into the rear tray.

4. Execute head alignment

   Make sure that the machine is on and click Align Print Head.
   Follow the instruction in the message.

   Note

   - To check the current setting before you adjust the print head position, click Print Alignment Value.

5. Check the printed pattern

   Enter the numbers of the patterns with the least amount of streaks in the associated boxes.
   Clicking the patterns with the least amount of streaks in the preview window, will automatically set their numbers in the associated boxes.

   When you have entered all the necessary values, click OK.

   Note

   - If you look at the print results and still cannot determine which pattern is the one with the least amount of streaks, see your machine manual.

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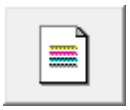
Checking the Print Head Nozzles

The nozzle check function allows you to check whether the print heads are working properly by printing a nozzle check pattern. Print the pattern if printing becomes faint or streaky.

The procedure for printing a nozzle check pattern is as follows:



Nozzle Check

1. Open the printer driver setup window

2. Click Nozzle Check on the Maintenance tab

   The Nozzle Check dialog box opens.
   To display a list of items that you should check before printing the check pattern, click Initial Check Items.

3. Load paper in the machine

   Load a sheet of A4 size or Letter size plain paper into the rear tray.

4. Print a nozzle check pattern

   Make sure that the machine is on and click Print Check Pattern.
   The nozzle check pattern is printed.

   Click OK when the confirmation message appears.
   The Pattern Check dialog box opens.

5. Check the print result

   Check the print result. If the print result is normal, click Exit.
   If the print result is smudged or if there are any unprinted sections, click Cleaning to clean the print head.

Related Topic

Cleaning the Print Heads

Page top

Cleaning Inside the Machine

To prevent smudges on the back side of the paper, perform bottom plate cleaning.
Also perform bottom plate cleaning if ink smudges caused by something other than print data appear on the printed page.

The procedure for performing bottom plate cleaning is as follows:

Bottom Plate Cleaning

1. Open the printer driver setup window
2. Click Bottom Plate Cleaning on the Maintenance tab

   The Bottom Plate Cleaning dialog box opens.
3. Load paper in the machine

   As instructed in the dialog box, fold the A4 size or Letter size plain paper in half horizontally, and then unfold the sheet.
   Load the paper into the rear tray in the portrait orientation with the crest of the crease facing down.
4. Perform the bottom plate cleaning

   Make sure that the machine is on and click Execute.
   Bottom plate cleaning starts.

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Changing Machine Settings from Your Computer

Changing the Print Options
Saving a Changed Printing Profile
Changing the Machine Operation Mode

Page top

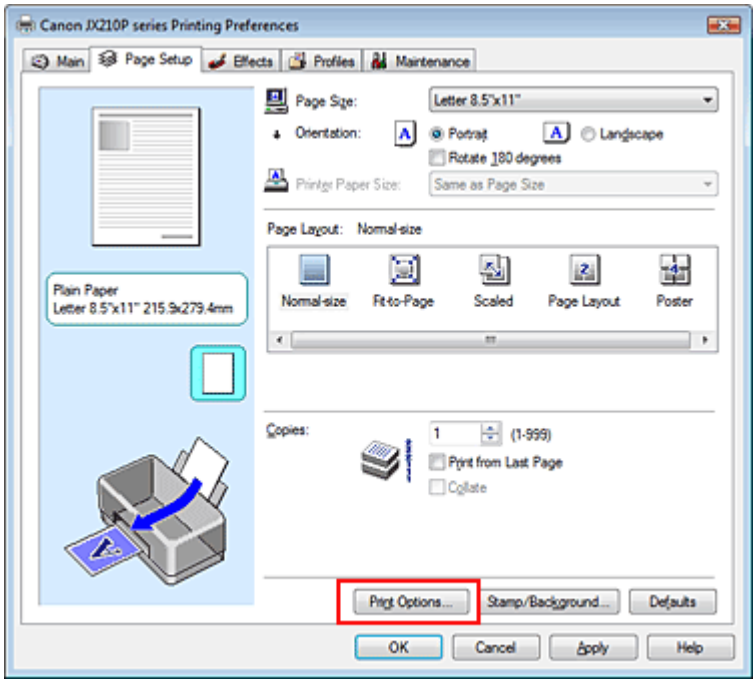
Changing the Print Options

You change detailed print driver settings for print data that is sent from an application software.
Specify this option if you encounter print failures such as part of an image data being cut off.

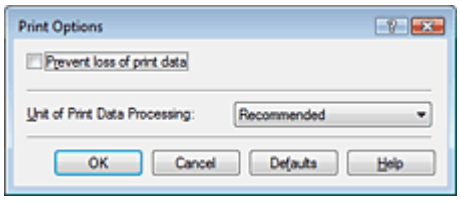
The procedure for changing the print options is as follows:

1. Open the printer driver setup window

2. Click Print Options... on the Page Setup tab



The Print Options dialog box opens.



3. Change the individual settings

If necessary, change the setting of each item, and then click OK.
The Page Setup tab is displayed again.

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Saving a Changed Printing Profile

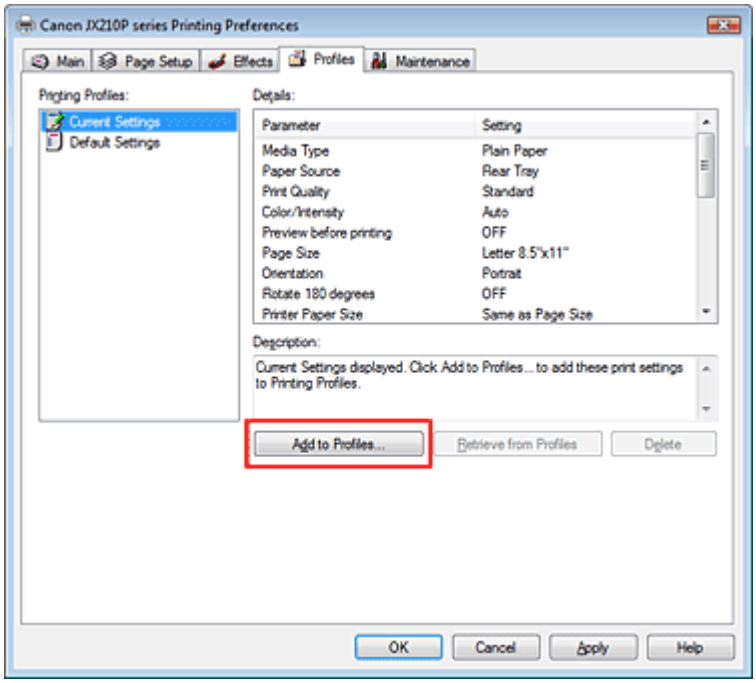
You can assign a name to the settings made on the Main, Page Setup, and Effects tabs and save them as a printing profile. The saved printing profile can be retrieved and used from the Profiles tab at any time. Unnecessary printing profiles can be deleted at any time.

The procedure for registering a printing profile is as follows:

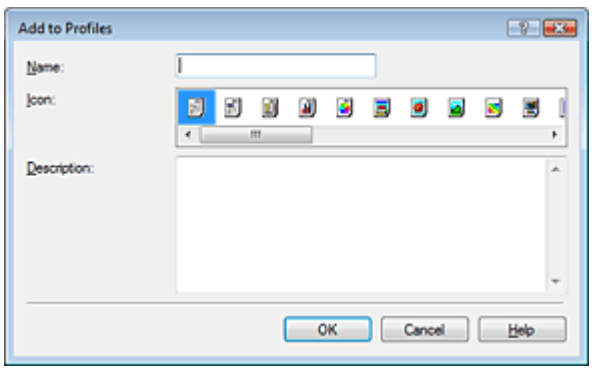
Registering a Printing Profile

1. Open the printer driver setup window
2. Set the necessary items

   Make your desired settings on the Main, Page Setup, and Effects tabs.
3. On the Profiles tab, click Add to Profiles...



The Add to Profiles dialog box opens.



4. Save the settings

Set Name, Icon, and Description, then click OK.
The profile is saved and the Profiles tab is displayed again.
The name and icon are added to the Printing Profiles list.

Note

- If you install the printer driver again or upgrade the version of the printer driver, the print settings you registered will be deleted from Printing Profiles.
  Registered print settings cannot be saved and preserved. In this case, register the print settings again.

Using Registered Print Settings

1. Select the print settings to be used

Select a printing profile in the Printing Profiles list on the Profiles tab.
The parameters and settings of the profile are displayed in the Details box.

2. Retrieve from profiles

Click Retrieve from Profiles.
Click OK when a message appears.
Settings of the selected profile are applied to the Main, Page Setup, and Effects tabs.

Note

- If you want to revert a profile to the default settings, select Default Settings in the Printing Profiles list and click Retrieve from Profiles. Click OK on the confirmation message window. The settings which were made on the Main, Page Setup, and Effects tabs are reverted to the default settings.

Deleting Unnecessary Printing Profile

1. Select the printing profile to be deleted

Select the printing profile you want to delete from the Printing Profiles list on the Profiles tab.

2. Delete the printing profile

Click Delete. When the confirmation message appears, click OK.
The selected printing profile is deleted from the Printing Profiles list.

Note

- Current Settings and Default Settings cannot be deleted.

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Changing the Machine Operation Mode

This function allows you to change the machine settings, as necessary.

The procedure for configuring Custom Settings is as follows:

Custom Settings

1. Open the printer driver setup window

2. Make sure that the machine is on, and then click Custom Settings on the Maintenance tab

   The Custom Settings dialog box opens.

   Note

   - If the machine is off or bi-directional communication is disabled, a message may appear because the computer cannot collect the machine status.
     If this happens, click OK to display the most recent settings specified on your computer.

3. If necessary, complete the following setting:

   Ink Drying Wait Time
   You can set the length of the machine rest time until printing of the next page begins. Moving the slider to the right increases the pause time and moving the slider to the left decreases the time.
   If the paper gets stained because the next page is ejected before the ink on the printed page dries, increase the ink drying wait time.
   Reducing the ink drying wait time speeds up printing.

4. Transmit the settings

   Click Send, and click OK when the confirmation message appears.

   After that, the machine operates with the modified settings.

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Instructions for Use (Printer Driver)

This printer driver is subject to the following restrictions. Keep the following points in mind when using the printer driver.

Restrictions on the Printer Driver

- With some applications, the Copies setting in the Page Setup tab of the printer driver may not be enabled.
  In this case, use the copies setting in the Print dialog box of the application software.
- If the selected Language in the About dialog box does not match the operating system interface language, the driver screen may not be displayed properly.
- Do not change the Advanced tab items of the printer properties. If you change any of the items, you will not be able to use the following functions correctly.
  Also, if Print to file is selected in the Print dialog box of the application software and with applications that prohibit EMF spooling, such as Adobe Photoshop LE and MS Photo Editor, the following functions will not operate.
  - Preview before printing on the Main tab
  - Prevent loss of print data in the Print Options dialog box
  - Page Layout, Poster, Print from Last Page, Collate, and Stamp/Background... on the Page Setup tab
- Since the resolution in the preview display differs from the printing resolution, text and lines in the preview display may appear different from the actual print result.
- With some applications, the printing is divided into multiple print jobs.
  To cancel printing, delete all divided print jobs.
- Software windows may not appear correctly on Windows Vista when fonts are set to Larger scale. If you want to display the windows with Larger scale fonts, set the desktop theme to Windows Classic as follows:
  1. Select Control Panel from the Start menu.
  2. Select Appearance and Personalization -> Personalization -> Theme.
     The Theme Settings dialog box opens.
  3. At the Theme Settings dialog box, click the Themes tab, and select Windows Classic from Theme.
  4. Click OK.
     Desktop changes to Windows Classic display.
- Because this product supports only monochrome printing, the following item appears grayed out and is unavailable:
  - Color balance (Cyan, Magenta, and Yellow) in the Manual Color Adjustment dialog box
  - Monochrome Effects on the Effects tab
  - All items of the Matching tab in the Manual Color Adjustment dialog box

Points to Note with Applications

- There are following restrictions in Microsoft Word (Microsoft Corporation).
  - If Microsoft Word has the same printing functions as the printer driver, use Word to specify them.

- When selecting Scaled, Fit-to-Page, or Page Layout from the Page Layout list on the Page Setup tab, the selected printing function may not be effective, depending on the version of Word.
  If this happens, follow the procedure below.

  1. Open Word's Print dialog box.
  2. Open the printer driver setup window, specify Page Layout on the Page Setup tab, and click OK.
  3. Without starting printing, close the Print dialog box.
  4. Open Word's Print dialog box again.
  5. Open the printer driver setup window again and click OK.
  6. Start printing.

- Illustrator/Adobe Systems Inc.
  If Bitmap Printing takes effect, printing may take time or some data may not be printed. Print after clearing the Bitmap Printing check box in the Print dialog box.

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On-screen Manual

Appendix

- Deleting the Undesired Print Job
- Updating the Printer Driver
- Sharing the Printer on a Network

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Deleting the Undesired Print Job

If the printer does not start printing, the print job data cancelled or failed may be remaining.
Delete the undesired print job by using the Canon IJ Status Monitor.

1. Display the Canon IJ Status Monitor

Click the Status Monitor button displayed on the Task Bar.
The Canon IJ Status Monitor appears.

2. Display the print jobs

Click Display Print Queue....
The print queue window opens.

3. Delete the print jobs

Select Cancel All Documents from the Printer menu.
When the confirmation message appears, click Yes.

The print job is deleted.

Note

- When you perform this operation, all print jobs are deleted. If the print queue list contained a necessary print job, start the printing process over from the beginning.

Important

- Users who have not been granted access permission for printer management cannot delete the print job of another user.

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Updating the Printer Driver

- Obtaining the Latest Printer Driver
- Uninstalling the Printer Driver
- Before Installing the Printer Driver
- Installing the Printer Driver

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Obtaining the Latest Printer Driver

By updating the printer driver to the latest version of the printer driver, unresolved problems may be solved.

You can check the version of the printer driver by clicking the About... button on the Maintenance tab.

Access our web site through the Internet and download the latest printer driver for your model.

Important

- You can download the printer driver for free, but any Internet access charges incurred are your responsibility.
- Before installing the latest printer driver, delete the previously installed version.
  For information on how to delete the printer driver, refer to Uninstalling the Printer Driver .

Related Topics

- Before Installing the Printer Driver
- Installing the Printer Driver

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Uninstalling the Printer Driver

The printer driver you no longer use can be deleted.
When deleting the printer driver, first exit all programs that are running.

The procedure to delete the unnecessary printer driver is as follows:

If There is an Uninstaller

1. Start the uninstaller

- In Windows Vista or Windows XP, select the Start menu -> All Programs -> "Your model name" -> Printer Driver Uninstaller.
- In Windows 2000, select the Start menu -> Programs -> "Your model name" -> Printer Driver Uninstaller.

The Printer Driver Uninstaller dialog box is displayed.

Important

- In Windows Vista, a confirmation/warning dialog box may appear when installing, uninstalling or starting software.
  This dialog box appears when administrative rights are required to perform a task.
  If you are logged on to an administrator account, click Continue or Allow to continue.
  Some applications require an administrator account to continue. If you are logged on to a standard account, switch to an administrator account, and restart the operation from the beginning.

2. Execute the uninstaller

Click Execute. When the confirmation message appears, click Yes.
When all the files have been deleted, click Complete.

The deletion of the printer driver is completed.

If There is No Uninstaller

If there is no uninstaller in the Start menu of Windows Vista, follow these steps:

1. Select the printer to be deleted

Select the Start menu -> Control Panel -> Hardware and Sound -> Printers.
Click the model to delete, then press the Alt key on your keyboard. On the File menu, click Delete.

2. Delete the printer

If the User Account Control dialog box appears, click Continue. Then when the confirmation message appears, click Yes.
The icon is deleted.

3. Select the printer driver to be deleted

Press the Alt key. On the File menu, select Run as administrator, and then click Sever Properties....
If the User Account Control dialog box appears, click Continue.

Click the Drivers tab. In the Installed printer drivers list, click the printer to delete.

4. Delete the printer driver

When you click Remove..., Remove Driver And Package dialog box is displayed.

Select Remove driver and driver package, and then click OK.
In the confirmation dialog box, click Yes.

When data collection is completed in the Remove Driver Package dialog box, click Delete.

5. Click OK.

The deletion of the printer driver is complete.

Important

- You may not be able to delete the printer driver properly from the Installed printer drivers list.
  If this happens, restart your computer, and try again.

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Before Installing the Printer Driver

This section describes the items that you should check before installing the printer driver. You should also refer to this section if the printer driver cannot be installed.

Check the Machine Status

- Properly connect the personal computer and the machine. For details on connection instructions, see Easy Setup Instructions.
- Turn off the machine.

Check the Personal Computer Settings

- Terminate all running applications.
- In Windows Vista, log on as a user who has the administrator rights.
  In Windows XP, log on as the computer administrator.
  In Windows 2000, log on as a member of the Administrators group.

Note

- If an old version of the printer driver is already installed, first delete (uninstall) that version. For instructions on deleting the printer driver, see Uninstalling the Printer Driver .

Related Topics

Obtaining the Latest Printer Driver
Installing the Printer Driver

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Installing the Printer Driver

You can access our web site through the Internet and download the latest Printer Driver for your model.

The procedure for installing the downloaded Printer Driver is as follows:

1. Turn off the machine

Important

- If you turn on the computer while the machine is on, the Windows Plug and Play function is executed automatically, and the Found New Hardware window (Windows Vista) or Found New Hardware Wizard window (Windows XP, Windows 2000) is displayed. In this case, click Cancel.

2. Start the installer

Double-click the icon of the downloaded file.
The installation program starts.

Important

- In Windows Vista, a confirmation/warning dialog box may appear when installing, uninstalling or starting software.
  This dialog box appears when administrative rights are required to perform a task.
  If you are logged on to an administrator account, click Continue or Allow to continue.
  Some applications require an administrator account to continue. If you are logged on to a standard account, switch to an administrator account, and restart the operation from the beginning.

3. Install the driver

At the Welcome window, click Next.
Read the contents of the License Agreement window. After checking the contents, click Yes.
Installation of the printer driver begins.

After the Installation Complete window is displayed, check that the machine and the computer are connected through a cable.

To select the connection port for your machine manually, check the Select printer port check box, and click Manual selection. At the Select printer port window, select the connection destination, and then click OK.

4. Complete the installation

Click Complete.
Turn on the machine, and wait awhile until the connection is recognized.

This procedure installs the printer driver.

Depending on the environment you are using, a message prompting you to restart the computer may be displayed. To complete the installation properly, restart the computer.

Important

- You can download the printer driver for free, but any Internet access charges incurred are your responsibility.

Related Topics

Obtaining the Latest Printer Driver
Before Installing the Printer Driver

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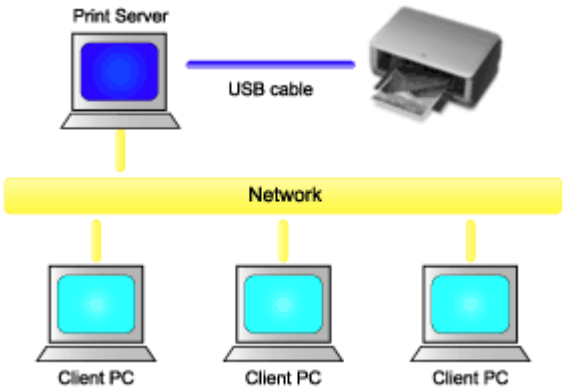
Sharing the Printer on a Network

If multiple computers are being used in the network environment, you can share the printer connected to one computer with other computers.
The Windows versions of the computers connected to the network do not necessarily have to be the same.



- **Settings on Print Server**

  Describes the procedure for setting up a computer directly connected to a printer with a USB cable.

- **Settings on Client PC**

  Describes the procedure for setting up those computers that will use this printer through the network.
  When you execute print, the data is sent through the print server system to the printer.

Important

- In case an error occurred when a document is printed by the client system to a shared printer, the error message of Canon IJ Status Monitor will be displayed both on the client system and the print server system. For regular printing, Canon IJ Status Monitor will be displayed only on the client system.

Note

- Install the printer driver from the Setup CD-ROM that accompanies the machine on the print server system and each of the client systems according to the OS of each system.

Related Topic

Restrictions on Printer Sharing

Settings on Print Server

To use a printer in a network, set printer sharing on the print server system.

The procedure for setting up the print server systems is as follows:

1. Install the printer driver on the print server system

For installation instructions, see Easy Setup Instructions.

2. Select items from the Start menu as shown below:

- In Windows Vista, select the Start menu -> Control Panel -> Hardware and Sound -> Printers.
- In Windows XP, select the Start menu -> Control Panel -> Printers and Other Hardware -> Printers and Faxes.
- In Windows 2000, select the Start menu -> Settings -> Printers.

The Printers window (Windows Vista, Windows 2000) or Printers and Faxes window (Windows XP) is displayed.

3. Click the icon for the model name of printer to be shared

- In Windows Vista, press the Alt key on your keyboard and then select Run as administrator -> Sharing... from the displayed File menu.
- In Windows XP or Windows 2000, select Sharing... from the File menu.

Note

- Windows XP may display a message recommending the user to use the Network Setup Wizard to set up sharing.
  When this message appears, choose not to use the wizard and then set up sharing.

4. Set sharing

Select Share this printer (Windows Vista, Windows XP) or Shared as (Windows 2000) on the Sharing tab to set a shared name as desired, and click OK.

Important

- In Windows Vista, a confirmation/warning dialog box may appear when installing, uninstalling, or starting software.
  This dialog box appears when administrative rights are required to perform a task.
  If you are logged on to an administrator account, click Continue or Allow to continue.
  Some applications require an administrator account to continue. If you are logged on to a standard account, switch to an administrator account, and restart the operation from the beginning.

This completes the setup on the print server system. Next, set up the client systems.

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Settings on Client PC

After setting up the print server system, set up the client system.

The procedure for setting up the client systems is as follows:

In Windows Vista

1. Install the printer driver on the client systems

To install the driver, load the Setup CD-ROM that comes with the machine, and select Custom Install.
For details on installation instructions, see Easy Setup Instructions.

Note

- During the installation, a screen prompting you to turn the printer on appears. Click Manual Selection and then select an appropriate port to complete your installation.

2. Start the wizard

Select the Start menu -> Network -> Add a printer.
The Add Printer window appears.

3. Add a printer

Select Add a network, wireless or Bluetooth printer, and click the icon for the printer that you have configured on the print server system to be shared, and then click Next.

Note

- If the icon for the printer is not displayed, check that the printer is actually connected to the print server.
- It may take some time for the icon for the printer to appear.

4. Complete the setup

Take the appropriate action as described on the screen and then click Finish.
The icon for the shared printer will be created in the Printers window.

This completes the setup on the client systems. You can now share the printer in the network.

In Windows XP/Windows 2000

1. Install the printer driver on the client systems

To install the driver, load the Setup CD-ROM that comes with the machine, and select Custom Install.
For details on installation instructions, see Easy Setup Instructions.

Note

- During the installation, a screen prompting you to turn the printer on appears. Click Manual Selection and then select an appropriate port to complete your installation.

2. Start the wizard

- In Windows XP, select the Start menu -> Control Panel -> Printers and Other Hardware -> Printers and Faxes -> Add a printer.

- In Windows 2000, select the Start menu -> Settings -> Printers -> Add a printer.

When Welcome to the Add Printer Wizard screen appears, click Next.

3. Add a printer

Select A network printer, or a printer attached to another computer (Windows XP) or Network printer (Windows 2000), then click Next.

On the Specify a Printer window (Windows XP) or Locate Your Printer window (Windows 2000), click Next and then search for the print server system.

Click the icon for the printer that you have configured on the print server system to be shared, and then click Next.

Note

- If the icon for the printer is not displayed, check that the printer is actually connected to the print server.

4. Complete the setup

Take the appropriate action as described on the screen and then click Finish.
The icon for the shared printer will be created in the Printers and Faxes window (Windows XP) or Printers window (Windows 2000).

This completes the setup on the client systems. You can now share the printer in the network.

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Restrictions on Printer Sharing

These are restrictions that apply if you are using a printer in a network environment. Check the restrictions for the environment you are using.

If you are sharing a printer in a network

- A print completion message may be displayed. To disable the message display, follow the procedure below.
  - **In Windows Vista:**

    Press the Alt key from the Printers window on the client system. Open Run as administrator -> Server Properties... from the displayed File menu.

    Uncheck Show informational notifications for network printers on the Advanced tab, and then restart the computer.
  - **In Windows XP or Windows 2000:**

    Open Server Properties from the File menu of the Printer and Faxes window (Windows XP) or the Printers window (Windows 2000) on the print server system.

    Uncheck Notify when remote documents are printed on the Advanced tab, and then restart the computer.
- The bi-directional communication function is disabled so that the correct printer status may not be recognized.

  If a client user opens the printer driver properties and then clicks OK with the Enable bidirectional support check box on the Ports tab unchecked, the bi-directional function of the printer server system may also be disabled.
  In this case, check Enable bidirectional support check box on both the print server system and the client system.
- When you print from a client system, you cannot use Canon IJ Preview.
- If the functions on the Maintenance tab cannot be set properly from a client system, they may be grayed out. In this case, change the settings from the print server.

  When you change the settings of the print server, you should delete the icon of the shared printer from the client system, and then specify the shared settings again in the client system.

If the same printer driver is installed in the print server system and the client system as the local printer

- The net crawl function may automatically create a network printer icon on the client system.

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